

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: SABBATICAL LEAVE PRESENTATION

REQUESTED ACTION:

- Information OR Approval
- Consent OR Non-Consent

SUMMARY:

Professor Jeanne Lorenz will give a report on her Sabbatical Leave during the 2015-16 Academic year.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

Ed. Code: Education Code §87767 Board Policy: Estimated Fiscal Impact: N/A

SUPERINTENDENT’S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Jeanne Lorenz, Professor
Academic Affairs

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7102

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

April 7, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

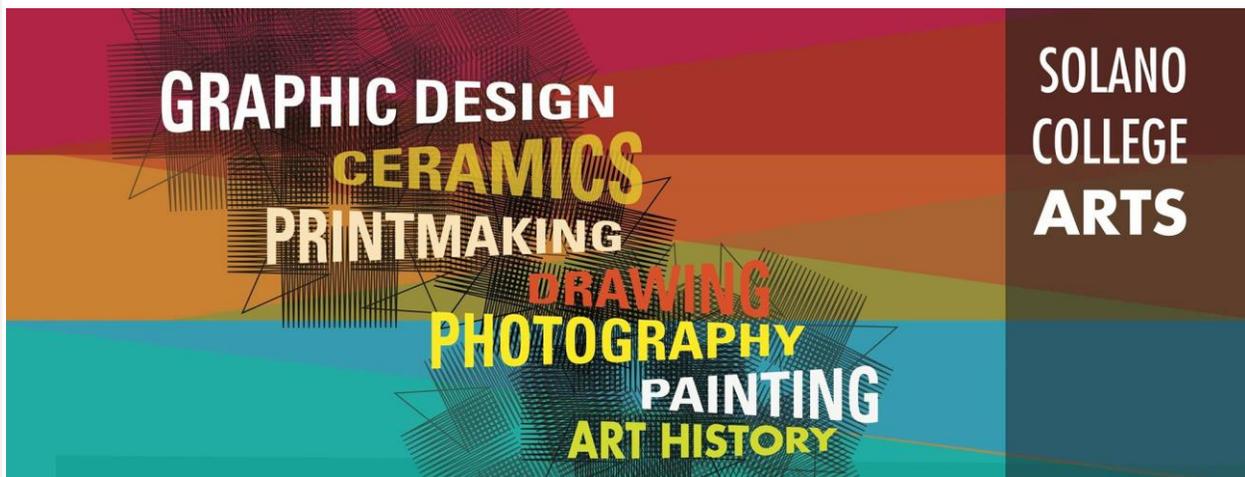
April 7, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Sabbatical Report

Jeanne Lorenz 2015

My 2015 sabbatical was a profoundly productive time for me as a teacher. It provided me the time and space to explore best problem based learning in arts education. Specifically I was able to identify, articulate and design a valid and pedagogically progressively approach to printmaking that I believe will elevate both student learning and the reputation of Solano Community College. Before beginning this Sabbatical I screen printed handbags bags emblazoned with the phrase **We Put Students First** as a gift for members of our Solano Community. I truly believe that our faculty's ability to meet students where they are and take them where they need to go, stems from the support of an institution that values creative exploration and that supports faculty to realize novel, creative and therefore beneficial projects. In short, we at Solano are able to put students first because we are working in an expansively supportive teaching and learning environment.



Last October Dean Neil Glines and I set off for Modesto to research Thomas Downey High School's Graphic Design and Screen Printing partnership.

<https://downey.monet.k12.ca.us/>

Their program pairs student designers with student printers running a mechanized screen printing press which allows their program to realize large number orders for tee-shirts and hoodies. They run their shop as a CTE printmaking program. Linking to Solano College's occupational education suite, I envision creating for credit, on campus job training in commercial screen printing. Neil and I were able to talk with instructors and observe students working to design merchandise and hand print orders. It was important for me to see the physical scope of their print shop environment and consider possible changes I could make to our Solano print shop to improve work flow and increase productivity. As I contemplate the Through this process I now understand how our own mechanized shop will help students engage in a problem based program which will engage them in meaningful work based learning and will simultaneously serve our Solano Community and beyond with high quality screen printed items.



Thomas Downey High School operates a financially successful screen printing business run by students under the instruction of Tim Vesey. The pictured mechanized screen printing press allows students to print many thousand shirts in a single run.



Loading end of the conveyer drier for heat curing printed shirts

Please see my PowerPoint for more information about Thomas Downey High School as well as images of the many projects I completed during this time

The new certificate in Visual Communication and a new course in Commercial Screen Printing, both awaiting the approval of the Chancellor's office were completed and sent through the SCC curriculum committee during this sabbatical.

Visual Communication is the intersection of art and commerce. Our certificate program integrates practice, theory, and inquiry, while refining and encouraging innovation, critical thinking, visual literacy, and conceptual problem solving.

Our Solano College Arts **Visual Communication Design Studio** will allow Solano students to gain practical work experience by participating in hands-on, problem based learning. Large scale graphic posters, printed tee shirts, reusable fabric shopping bags and aprons are a few of the products made, designed and produced for campus groups through our design studio. Additionally students will work on branding and identity design for on campus collateral. Solano students will learn to bridge the gap between the virtual world of digital design and the analog world of traditional handmade art by using digital software like Adobe Photoshop, Illustrator and In Design. Within the screen printing component of the program digital output will be printed onto a variety of substrates in a designated Commercial Screen Printing lab. The creation of functional well designed objects through our Commercial Screen Printing studio will serve the dual purpose of providing students with a set of marketable art related work skills while simultaneously serving the SCC community need for high quality well designed printed merchandise.

This certificate program is the first in a suite of programs allowing our students to gain experience in the areas of Typography, Animation and Graphic Design and Commercial Screen printing.

The next seven pages of this report are the CurricUNET views of curriculum written during my sabbatical.



SCC student modeling screen printed merchandise in the Solano College Print Shop

This certificate offers SCC students a traditional arts foundation. Students start with ART 006, Design Principles in 2-D and ART 007 Design/Color. By collaborating with our business program, students gain essential entrepreneurial skills by taking Business 148A, Small Business Project-Based Path for Entrepreneurs.

Because entrepreneurial and business thinking are so important to this project, I attended the small business symposium

<http://www.smallbusinesssymposium.us/> in Los Angeles with Dean Kelly Penwell.

The theme of the symposium was "Cultivating an Entrepreneurial Mindset"

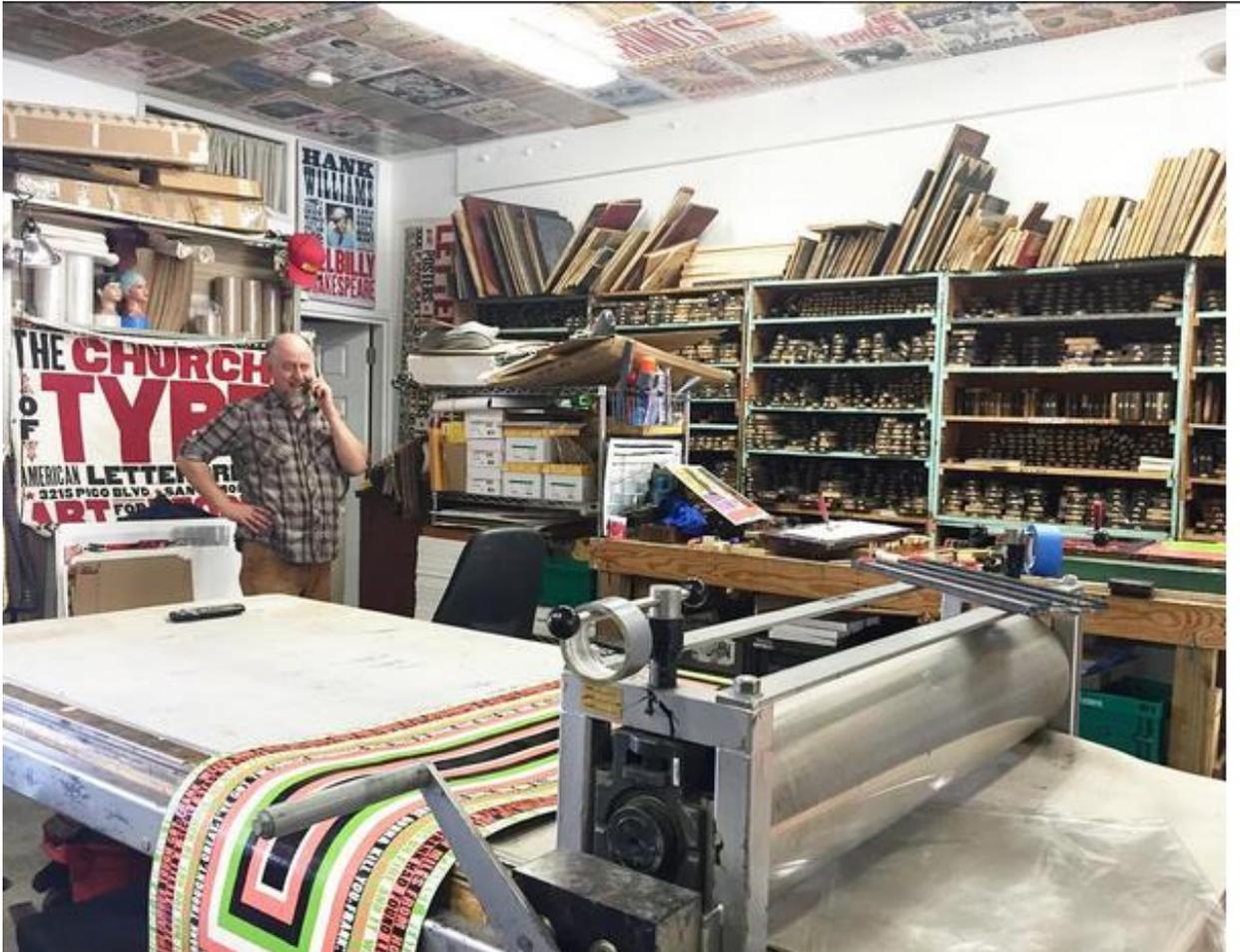
While there I was able to connect with Art educators from Cabrillo College in Santa Cruz, learning about their Creative Entrepreneurship Program, <http://cabrillovapa.com/arts-entrepreneurship-program>

This inter-disciplinary program invited community members of the greater Santa Cruz Art Community to attend a series of free evening workshops on the business of art. These workshops served as a platform to launch Cabrillo's Arts Entrepreneurship certificate program.

Based on the Cabrillo College model, I am currently working with Celeste Smeland, executive director of Arts Benicia to create an outreach event between Solano College Arts and Arts Benicia for spring of 2017. By partnering with Solano County Arts organizations I intend to raise awareness about our SCC programs and investigate the potential in our local, Solano County community for an arts entrepreneurship program similar to Cabrillo College.

Professor Ken Dodson from Palomar College mentored me by phone, helping me make crucial decisions as to the nature of the SCC Visual Communication Certificate. Palomar College offers screen printing, commercial screen printing and textile printing. Upon investigation I discovered that while an excellent program in its own right, the University of California Stanislaus Post Baccalaureate Certificate in Fine Art printmaking was not well suited to our needs here at Solano. I did however, have a breakthrough moment in the development of my certificate during a conversation with our Graphic Design Instructor, Rachel Smith. We both believe in the necessity of teaching analog as well as digital means when educating our students to enter the work force and preparing them to transfer. The CTE idea of students gathering skills and "jobbing out" became a scaffold for us to think about our desire to train students to "job up" and "job in" meaning gather hands on work experience, hone skills and

continue to gain education. In other words, instead of losing students to the workforce, we see work and higher education as not mutually exclusive.



While in LA, I visited Kevin Bradley at the Church of Type, an amazing letterpress print shop utilizing antique wood type to create contemporary art.

I took advantage of my non instructional time to meet with print educators, visit a variety of educational institutions and attend two conferences. I was able to research current printmaking technology needs with UC Santa Cruz Print professor Richard Wohlfeiler who has created amazing CMYK relief prints using a laser cutter which will inform the color aspect of the new curriculum.

I also met with Toru Sugita, Printmaking Professor from Diablo Valley College. We exchanged studio visits to discuss infrastructure needs specific to current trends

in printmaking as well as sharing strategies for serving our students who would engage in this type of program. The main need is the clear articulation of and process by which students come to understand the marriage of technology and tradition.



During my sabbatical I gathered new skills by collaborating with other professional artists

PRINT-INTERESTING

The thinking person's favorite resource for interesting print miscellany.



Santa Cruz faculty Richard Wohlfeiler giving an artist talk and demonstration of laser cut relief prints and CMYK color processes with Compound artist Jeanne Lorenz

In late November I traveled to the Vermont Studio Center in Johnson Vermont to participate in a month long residency program in printmaking and painting. I was invited to participate based on the merit of my creative work. The Vermont Studio Center was founded by artists in 1984. Situated along the banks of the Gihon River in the historic village of Johnson, Vermont, the location was chosen with the intention of fostering creativity through community, collaboration, and quiet reflection supported by the unspoiled beauty of the northern Green Mountains.

Over the last 30 years, VSC has grown to become the largest international artists' and writers' residency program in the United States. Their mission is to provide studio residencies in an inclusive, international community, honoring creative work as the communication of spirit through form.



Working at the Vermont Studio Center was life changing for me. I was able to realize a great deal of work, utilizing drawings I had made while hiking the Pacific Crest trail with my family. I had a series of formal studio visits with the following established artists as well as attending talks presented to the VSC residents about their own work.

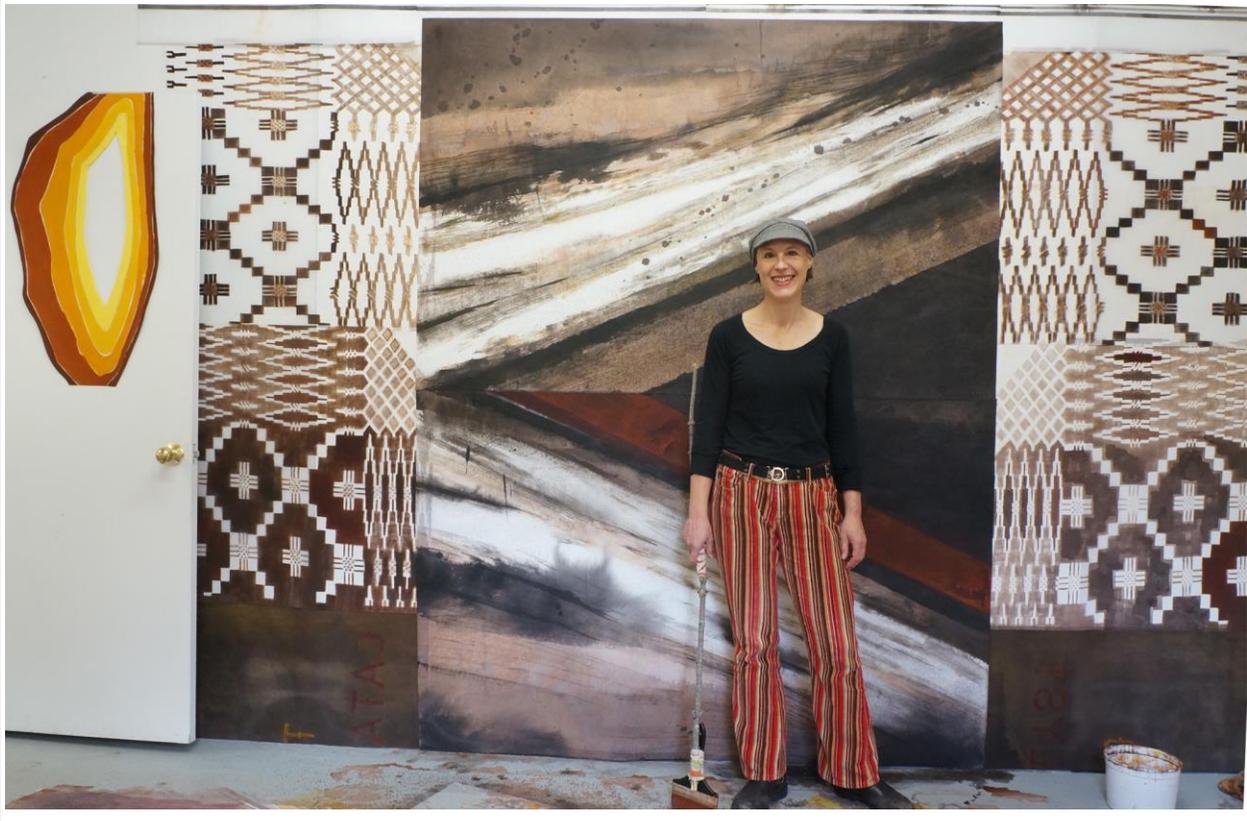
Lisa Sanditz, <http://www.lisasanditz.com/>

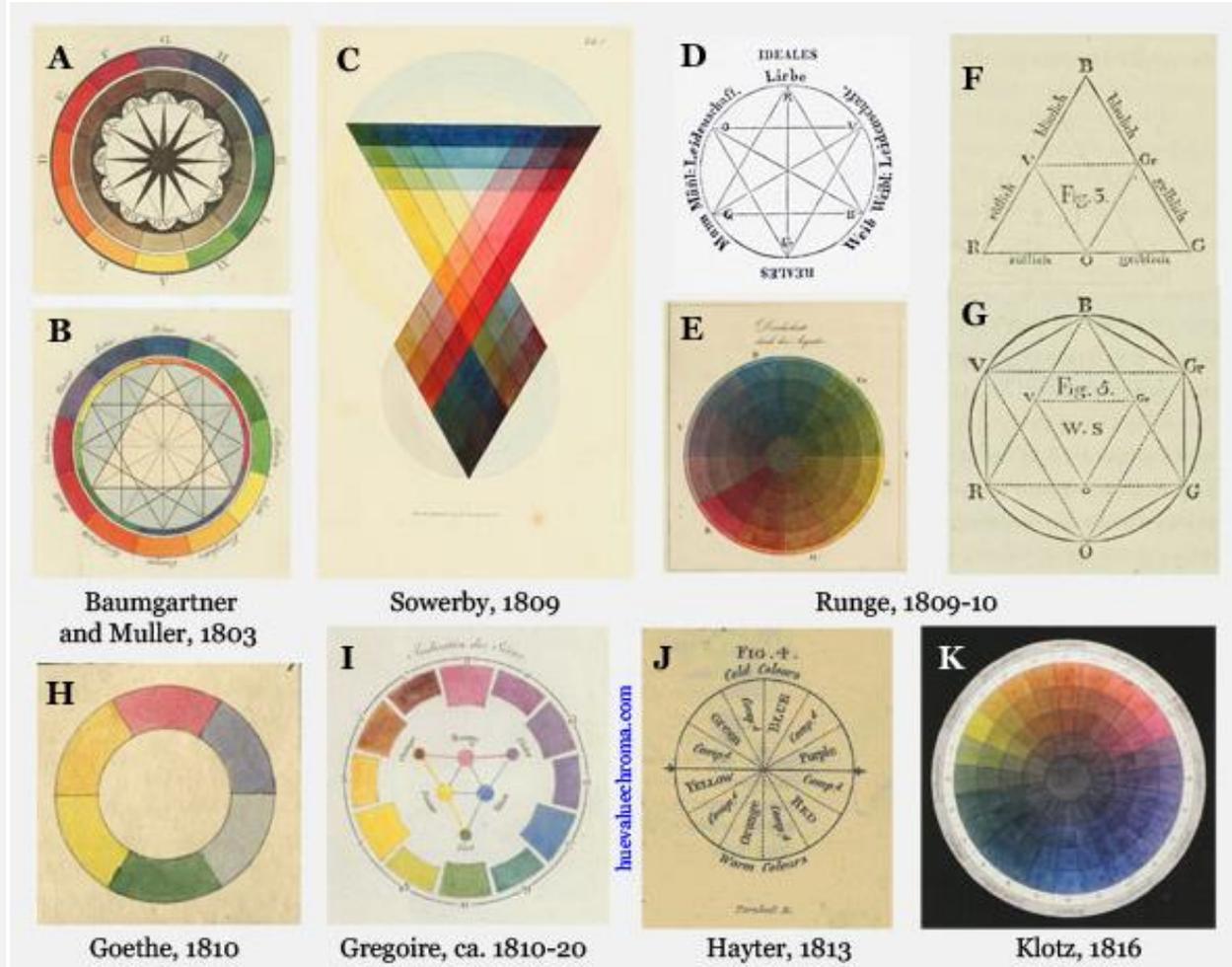
Frances Cape <http://franciscap.com/>

Emilio Perez <http://emilioperezart.com/>

And Carol Hepper <http://www.carolhepper.com/curriculum-vitae/?>

These visits with such a diverse and talented group of art practitioners opened in me a new space for critique and helped shape my new work. I made connections with residents who may in the future serve our students as visiting artists in our program at SCC. This was my first ever uninterrupted month to create art. This gift of time and space to produce laid the ground work for my exhibition Force of Nature in the Dorothy Herger gallery at SCC in February. All creative professionals need time alone to think, renew and reflect. Too often we forgo reflection and instead only think of production. This experience, while enriching to me, also serves to model these critical behaviors in our students.





- In support of my color theory class I researched historic origins of the color wheel and based a series of painted ceramic plates on the forms. The plates were displayed at the **Compound Gallery** in Oakland. Proceeds benefited **City Slicker Farms** whose mission is to empower West Oakland community to meet

the immediate and basic need for healthy fresh food for themselves and their families by creating high-yield urban farms and backyard gardens. It is critical to remember that art often finds its greatest purpose in the service of social justice. At SCC we want our students to not only make beautiful work, but for that work to be imbued with meaning and purpose.



- I Presented with Rachel Smith at UC Davis' Design Career Fair, representing Solano College Arts <http://www.ucddesigncareerfair.com/>
- I enjoyed sitting on the hiring committee for our new tenure track Theater instructor allowing me to strengthen my connection to our excellent theater program and work closely with colleagues across the college.
- I created a body of large scale wall paintings that I exhibited in the Dorothy Herger gallery at Solano College <http://www.jeannelorenz.com/>



- My studio work was featured on Ellise Morris' blog

The Studio Work: <http://thestudiowork.blogspot.com/2016/05/jeanne-lorenz-studio-visit.html?q=jeanne+lorenz>

- I attended the yearly International Print Conference in Portland Oregon meeting with printmaking educators, attending workshops and demonstrations and viewed many exhibitions. <https://ocac.edu/events/sgci-conference-2016-flux-special-exhibitions-ocac> At the conference I was introduced to the possibility of linking Stem/ STEAM curriculum to print practices. I learned how to print a battery using charged inks.
 - In Portland I visited Gamblin Paint and Pigment company where I learned about how they make etching ink
 - My work was featured in the August 2015 edition of **Better Homes and Gardens** as a part of ART in a BOX by the Compound Gallery in Oakland.

- I worked with teachers and students from the Canyon Elementary School to link their art and science curriculum by making a collaborative mural about the Riparian zone flora and fauna of the Canyon Watershed
<https://canyon.k12.ca.us/>
- Invited to design a skateboard deck for Scot Constables Deep Craft Atelier
<http://www.storefrontlab.org/deep-craft-atelier-2/>
- Created a print for the San Francisco Bicycle Coalition Winterfest art show
<https://www.sfbike.org/winterfest/art/>
- Assisted in the planning of the **Visions of the Wild** festival. I attended board meetings and assisted with marketing and festival outreach. My printmaking student, Stone Rivera had the opportunity for in-depth, hands on learning during the festival. Ferdinanda Florence worked with me in creating a painting station at the Vallejo Farmers Market where we screen printed festival graphics that were painted by festival participants. This event was incredibly popular and a great way to promote Solano College.
- I Created a 26 'x11' foot site specific installation for the **Visions of the Wild** festival sponsored by the National Forest Service
<http://www.timesheraldonline.com/arts-and-entertainment/20160907/september-8-vallejo-campe-source-nine-artists-wild-by-nature>

- I worked on an updated order form for members of the Solano community to generate a quote for Solano College Print Shop print and design jobs
- I experimented with typography using antique wood type as well as digital tools
- Researched acrylic paint making with Art Guerra from Guerra Paint and Pigment designing a personal color palette project that I am now using in ART 007 Design/ Color



- I designed and printed five textile patterns based on my PCT trail drawings. I am currently working on curriculum in textile design to further enhance my Visual Communication certificate
 - I created several sketchbooks of drawings while hiking the Pacific Crest Trail <http://www.trailjournals.com/entry.cfm?id=485631>

I am proud of the work I did for Solano College during my sabbatical. My time was well spent writing curriculum and exploring problem based learning in its many forms.

The Visual Communication certificate is exactly the kind of collaborative, latticing program that the Chancellors office is looking for. Our new Commercial Screen Printing course will allow our students to acquire valuable skills that benefit the SCC community, while improving our visibility in Solano County.

This sabbatical yielded an enormous amount of personal growth, artistic and curricular development and fruitful collaboration for future projects. I am grateful for the support of my Dean, Neil Glines. He has been instrumental in the development of our Liberal Art programs. His support, mentorship and intelligence make the School of Liberal Arts a positive environment conducive of astonishing possibility. I thank my Solano College Art Department Colleagues for the friendship, encouragement, insight and help they constantly offer me. Finally thanks go to the SCC sabbatical committee for seeing the potential in my proposal. I am very grateful for this positive year spent in the Service of

Solano Community College.



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

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: CONSENT CALENDAR – HUMAN RESOURCES

REQUESTED ACTION: APPROVAL

EMPLOYMENT 2016-2017

Regular Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Hared Houssein	Accounting Specialist II (General Accounts) (Range 14/Step 2)	04/20/17
Hui-Hui (Gwen) Gallagher	Full-time Instructor – American Sign Language (ASL)	08/11/17
Lorrie Latimer	Accounting Specialist II (Student Accounts) (Range 14/Step 2)	04/20/17

Part-Time Adjunct Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Dustin Aubert	Adjunct Faculty – Kinesiology (not to exceed 67%)	07/03/17
Derek Baure	Adjunct Faculty – Martial Arts (not to exceed 67%)	07/03/17
Kimberly Becker	Adjunct Faculty – Kinesiology (not to exceed 67%)	07/03/17
Rosanne Boudreau	Adjunct Faculty – Martial Arts (not to exceed 67%)	07/03/17
Tyler Downie	Adjunct Faculty – Counseling (not to exceed 67%)	04/24/17
Nikki Gentile	Adjunct Faculty – Head Softball Coach (not to exceed 67%)	04/20/17
Kelley Graham	Adjunct Faculty – Counseling (not to exceed 67%)	04/24/17
Erma Moreno	Adjunct Faculty – Counseling (not to exceed 67%)	06/12/17
Esther Pryor	Adjunct Faculty – Kinesiology (not to exceed 67%)	07/03/17
John Renger	Adjunct Faculty – Martial Arts (not to exceed 67%)	07/03/17
Jared Riley	Adjunct Faculty – Martial Arts (not to exceed 67%)	07/03/17
Tyren Sillanpaa	Adjunct Faculty – Kinesiology (not to exceed 67%)	07/03/17

Mary Jones
Human Resources

April 7, 2017

Date Submitted

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2017

Date Approved

Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Julene Calvo	Change from Occupational Education/Work Experience Assistant (10 months) to Occupational Education/Work Experience Assistant (12 months)	04/01/17

Out of Class

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Vernon Cunningham	General Maintenance Worker	03/06/17 – 05/31/17	\$128.26/month 368.03 Total
Jerry Uquillas	Engineer	04/01/17 – 05/31/17	\$348.68/month \$697.36 Total

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Anthony Ayala	Create Online Course for CDFS 80	Perkins	03/02/17 – 04/06/17	\$60.69 hr.
Roger Keener	Water/Waste Water Program Review	Perkins	03/01/17 – 12/31/17	\$60.69 hr.
Dagmar Kuta	Production Assistant	General Fund	09/22/16 – 12/30/16	\$11.60 hr.
Dagmar Kuta	Production Assistant	General Fund	01/01/17 – 06/30/17	\$12.10 hr.
Jennie Lawrence	Substitute Early Learning Center Specialist	CCTR-General Childcare Contract	04/20/17 – 06/30/17	\$17.33 hr.
Bryan Mihelich	Journey Level Assistant	General Fund	04/20/17 – 06/30/17	\$25.00 hr.
Jon Miller	Journey Level Assistant	General Fund	04/20/17 – 06/30/17	\$25.00 hr.
Sarah Nordin	Distance Education Committee Coordinator	General Fund	08/11/16 – 06/30/17	\$69.05 hr.
Tasha Smith	Create Online Course for CDFS 050	Perkins	03/02/17 – 06/02/17	\$71.72 hr.

SOLANO COMMUNITY COLLEGE HUMAN RESOURCES CONSENT CALENDAR

Governing Board Meeting

April 19, 2017

Page 3

RENEWAL OF FACULTY CONTRACTS

The following faculty have completed the first contract year and are recommended for a second contract pursuant to Education Code Section 87608.

Sarah L. Barnsness	School of Liberal Arts	(hire date 08/11/2016)
Erica L. Beam	School of Applied Technology & Business	(hire date 08/11/2016)
Elizabeth A. Freed	School of Health Sciences	(hire date 08/11/2016)
Lisa "Lee" Kaplan	School of Liberal Arts	(hire date 08/11/2016)
Oanh P. Lam	School of Mathematics and Science	(hire date 08/11/2016)
Douglas Mungin	School of Liberal Arts	(hire date 08/11/2016)
Anne M. Niffenegger	School of Health Sciences	(hire date 08/11/2016)
Christine Sendlakowski-Mani	School of Liber Arts	(hire date 08/11/2016)

The following faculty have completed their second year, of their second contract, and are recommended for a third contract pursuant to Education Code Section 87609.

Dawn Carpenter	School of Applied Technology and Business	(hire date 08/13/2015)
Jose Luis Cortes	School of Liberal Arts	(hire date 08/13/2015)
Myra Kargbo	School of Health Sciences	(hire date 10/01/2014)
Marivic Macalino	School of Health Sciences	(hire date 02/19/2015)
Ricky Marshall	School of Applied Technology and Business	(hire date 08/13/2015)

The following faculty have completed their third year of their 3rd contract and no recommendation is necessary per Education Code Section 87609

Anthony Ayala	School of Social & Behavioral Sciences	(hire date 08/08/2014)
Kathleen Conrad	School of Mathematics and Science	(hire date 08/08/2014)
Sandra Diehl	School of Mathematics and Science	(hire date 08/08/2014)
Vitalis Enummuo	School of Health Sciences	(hire date 08/08/2014)
Rebecca LaCount	Counseling and DSP	(hire date 08/05/2014)
Brooks Mayes	School of Applied Technology and Business	(hire date 08/08/2014)
Sarah McKinnon	School of Liberal Arts	(hire date 08/08/2014)
Lindsay Padilla	School of Social & Behavioral Sciences	(hire date 08/08/2014)
Lavonne Slaton	School of Applied Technology and Business	(hire date 08/08/2014)
Kenneth W. Williams	School of Mathematics and Science	(hire date 08/08/2014)
James Word	School of Mathematics and Science	(hire date 01/09/2014)

The following faculty have completed their fourth year of their 3rd contract and are recommended for tenure.

Erin Craig	School of Health Sciences	(hire date 08/09/2013)
Paul Hidy	School of Applied Technology and Business	(hire date 08/09/2013)
Darsen Long	School of Liberal Arts	(hire date 08/09/2013)

SOLANO COMMUNITY COLLEGE HUMAN RESOURCES CONSENT CALENDAR

Governing Board Meeting

April 19, 2017

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Renewal of Faculty Contracts - continued

Joel Powell	School of Social & Behavioral Sciences	(hire date 08/09/2013)
Michelle Smith	School of Mathematics and Science	(hire date 08/09/2013)
Rachel Smith	School of Liberal Arts	(hire date 08/09/2013)
Kamber St. Maria	Counseling and DSP	(hire date 08/02/2013)
Lauren Taylor-Hill	School of Social & Behavioral Sciences	(hire date 08/09/2013)
Barbara Villatoro	School of Mathematics and Science	(hire date 08/09/2013)
Cristina Young	School of Mathematics and Science	(hire date 08/09/2013)

RESIGNATIONS

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Donshekie Barrett	Engineer	04/03/17

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

TO: **Members of the Governing Board**

SUBJECT: **WARRANTS**

REQUESTED ACTION:

Information **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

03/01/17	Vendor Payments	2511076516-2511076537	\$3,632.00
03/06/17	Vendor Payments	2511076538-251107630	\$318,640.22
03/06/17	Vendor Payments	2511076631-2511076632	\$287,175.95
03/06/17	Vendor Payments	2511076633-2511076634	\$215,087.58
03/06/17	Vendor Payments	2511076635-2511076648	\$3,617,408.20
03/09/17	Vendor Payments	2511076649-2511076650	\$15,566.00
03/09/17	Vendor Payments	2511076651	\$4,794.42

CONTINUED ON NEXT PAGE:

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

<i>Ed. Code: 70902 & 81656</i>	<i>Board Policy: 3240</i>	<i>Estimated Fiscal Impact: \$9,201,414.38</i>
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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

Yulian Ligioso
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

April 7, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: WARRANTS

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

CONTINUED FROM PREVIOUS PAGE:

03/09/17	Vendor Payments	2511076652-2511076663	\$1,455,548.51
03/14/17	Vendor Payments	2511076664-2511076774	\$321,629.99
03/16/17	Vendor Payments	2511076775-2511076806	\$5,879.50
03/20/17	Vendor Payments	2511076807-2511076810	\$78,590.96
03/20/17	Vendor Payments	2511076811-2511076889	\$146,254.78
03/23/17	Vendor Payments	2511076890-2511076951	\$180,307.17
03/27/17	Vendor Payments	2511076952	\$4,279.00
03/27/17	Vendor Payments	2511076953-2511076964	\$1,766,344.71
03/27/17	Vendor Payments	2511076965-2511077030	\$771,163.55
03/30/17	Vendor Payments	2511077031-2511077098	<u>\$9,111.84</u>
TOTAL:			\$9,201,414.38

**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

Office of Academic Affairs

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Susan Kelly-DeWitt	Speaker for Suisun Valley Review publication event.	March 30, 2017 – April 4, 2017	Not to exceed \$200.00

**Student Services
Gregory Brown, Vice President**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Noel Vargas	Presenter for Foster & Kinship Care Education (FKCE).	July 1, 2016 – June 30, 2017	Revised not to exceed \$4,300.00

Yulian I. Ligioso
 Vice President, Finance & Administration

Celia Esposito-Noy, Ed.D.
 Superintendent-President

April 7, 2017
Date Submitted

April 7, 2017
Date Approved

RECORDING REQUESTED BY:

When recorded mail to:

Lucky Lofton, Executive Bonds Manager
Solano Community College District
4000 Suisun Valley Road
Fairfield, CA 94534

Notice of Completion

*State/local governmental entity recording fee when document is for the benefit of the government entity – GC6103 (no fee)
Must be recorded within 10 days after completion*

In execution of this Notice, notice is hereby given that:

1. The undersigned is an owner or agent of an owner of the estate or interest stated below.
2. The name of the owner is Solano Community College District.
3. The address of the owner is 4000 Suisun Valley Road, Fairfield, CA 94534.
4. The nature of the estate or interest is: Solano Community College District in fee.
5. The name and addresses of all co-owners, if any, who hold any title or interest with the above-named owner in the property are:

NAMES

ADDRESSES

-
6. Work of modernization on the property hereinafter described was completed on: 4/19/17
 7. The Project Name is Vacaville 'Annex' Classroom Building Truss Repair
 8. DSA Number (if applicable): N/A
 9. The contractor for such work of modernization is American Technologies, Inc.
 10. The name of the contractor's Surety Co. is: N/A
 11. The date of contract between the contractor and the above owner is 1/19/17
 12. The street address of said property is 2000 North Village Parkway, Vacaville, CA 95688
 13. APN #0133-190-520
 14. The property on which said work of modernization was completed is in the City of Vacaville, County of Solano, State of California, and is described as follows: Repair of one roof truss.

Date

Signature of Owner – Celia Esposito-Noy, Ed.D.
Solano Community College District

Verification

I, undersigned, say:

I am Executive Bonds Manager

(“President,” “Owner,” “Manager,” etc.)

Of the declarant of the foregoing completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is correct and true.

Executed on _____, at _____, California.
(City or Town where signed)

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

TO: Members of the Governing Board

SUBJECT: RESIGNATION TO RETIRE

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

<u>Name</u>	<u>Assignment & Years of Service</u>	<u>Effective</u>
Patricia Meyer	Administrative Assistant IV 35 years and 8 months of service at SCC	06/17/17

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Human Resources

<i>Ed. Code: N/A</i>	<i>Board Policy: N/A</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Mary Jones.
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

April 7, 2017

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

April 7, 2017

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESOLUTION NO. 16/17-21 DESIGNATING CLASSIFIED
SCHOOL EMPLOYEE WEEK AT SOLANO COMMUNITY
COLLEGE DISTRICT

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

In recognition of the valuable contributions made by members of the Classified Staff to the educational achievements of Solano Community College District, the Governing Board hereby designates May 15-19, 2017, as Classified Employee Week.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Human Resources

Ed. Code: 88270 *Board Policy: N/A* *Estimated Fiscal Impact: N/A*

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Mary Jones
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

April 7, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

April 7, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

RESOLUTION DESIGNATING CLASSIFIED SCHOOL EMPLOYEE WEEK

RESOLUTION NO. 16/17-21

WHEREAS, Classified professionals provide valuable services to the institution and students of the Solano Community College District;

WHEREAS, Classified professionals contribute to the establishment and promotion of a positive instructional environment;

WHEREAS, Classified professionals serve a vital role in providing for the welfare and safety of Solano Community College District's students;

WHEREAS, Classified employees of Solano Community College District consistently demonstrate their commitment to high standards and principles of shared governance, higher education, employment, health, safety, and community outreach; and

WHEREAS, Classified professionals employed by the Solano Community College District strive for excellence in all areas relative to the educational community;

THEREFORE, BE IT RESOLVED, That the Solano Community College District hereby recognizes and wishes to honor the contribution of the classified professionals to quality education in the state of California and in the Solano Community College District and declares the week of May 15-19, 2017, as Classified School Employee Week in the Solano Community College District.

PASSED AND ADOPTED, This 19th day of April 2017, by the Governing Board of Solano Community College District of Solano County, California.

ROSEMARY THURSTON, BOARD PRESIDENT

CELIA ESPOSITO-NOY, Ed.D., SECRETARY

**SOLANO COMMUNITY COLLEGE DISTRICT
CLASS SPECIFICATION**

CLASS TITLE: Anatomy/Physiology Lab Technician

BASIC FUNCTION: Under the direction of the division Dean, provide support to Anatomy/Physiology by maintaining laboratory equipment (clean, test, calibrate, and perform major maintenance), handling human cadavers and prosections (preserved, dissected body parts), developing operating procedures, and assisting students/instructors in the proper use of the equipment; preparing, designing and setting up laboratory materials and equipment for demonstration and use by students. The technician must order, receive, store and inventory materials, equipment and supplies; and operate a computer to prepare and maintain a variety of records and reports.

DISTINGUISHING CHARACTERISTICS: Instructional lab technicians oversee a complex laboratory environment and must possess technical and academic training in anatomy/physiology. They work independently and provide assistance to instructors in a lab designated for a specific academic or vocational subject area. They also maintain records related to lab activities, order supplies and equipment and maintain the lab facilities and equipment in a clean and operable condition.

REPRESENTATIVE DUTIES:

Essential duties and responsibilities include the following. Other related duties may be assigned.

Plan, schedule and perform work to assure timely preparation of anatomy/physiology labs for all anatomy/physiology classes as requested by the instructors; train, schedule, supervise and evaluate student workers; maintain preparation, balance, instrument and storage rooms in a safe, clean and orderly condition.

Prepare or assist in preparation of cultures, specimens, cadavers, chemical solutions, glassware, equipment or other instructional materials for demonstration by instructors or for use by students; maintain records of materials and equipment loaned to or broken by students.

Confer with instructors about lab changes; determine quantities of reagents to prepare for each lab; make up adequate quantities of cultures, specimens and cadavers for restocking set-ups; tear down lab demonstrations, clean equipment, set-up benches, carts and fume hoods; post inventory changes of cultures, specimens, cadavers and equipment in the computer.

Research, order, receive, catalog, store, equipment; maintain inventories and issue of human cadavers and prosections including periodically re-wrapping and moistening as needed while maintaining inventory of cadavers and anatomical specimens according to the university and state protocols. Ensuring that adequate quantities are available for timely

instructional use; mark equipment with approved identification.

Clearly label and date all cultures/specimens/cadavers using safe and established labeling procedures; organize and store cultures/specimens using a safe and established compatible system; maintain the water purification system.

Clean, test, calibrate, adjust, inspect and perform major maintenance on anatomy/physiology related equipment; request outside service, maintenance or repair as appropriate, develop operating procedures consistent with modern laboratory practices; assist students and instructors in the correct operations of the equipment.

Handle, store and dispose of hazardous materials, cultures/specimens/cadavers according to legal requirements and established procedures; maintain hazardous material inventories and records as required.

Provide technical assistance in the preparation of specifications for new or replacement equipment and material purchases; recommend selection of equipment as requested; may interview vendors to assess new equipment and supplies.

Prepare and maintain budget for each anatomy/physiology class based on purchasing requirements and percentage of overall budget; monitor budget expenditures.

Prepare and maintain records and files related to purchasing, hazardous materials, equipment service and repair; procedures, inventories, legal authorizations, vendor catalogs; correspondence, equipment manuals and warranties, lab equipment circulation, and back up computer disks.

Secondary Functions:

Assist instructors by setting up demonstrations in anatomy/physiology lecture classrooms as assigned.

As directed by the division Dean, assist other science classes with similar duties on an as-needed basis.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND EXPERIENCE: Any combination equivalent to: completion of two years of college with major coursework in anatomy/physiology or bioanatomy/physiology

or related field or two years of work experience in anatomy/physiology laboratory that includes cadaver based work.

LANGUAGE SKILLS:

Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents.

Ability to respond to common inquiries or complaints.

Ability to write routine reports and correspondence using correct English usage, grammar, spelling, punctuation and vocabulary.

Ability to speak effectively

MATHEMATICAL SKILLS:

Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical anatomy/physiology laboratory situations.

REASONING ABILITY:

Ability to apply principles of logic to a wide range of intellectual and practical problems including the development of laboratory exercises that demonstrate the scientific principles in the area of anatomy/physiology.

Ability to deal with nonverbal symbolism (such as formulas or scientific equations).

Ability to learn and apply techniques of precise and accurate measurement and notation.

CERTIFICATES, LICENSES, REGISTRATION:

None are required for this classification.

OTHER SKILLS AND ABILITIES:

Demonstrate knowledge of:

Anatomy/physiology.

Purpose and reason for lab equipment.

Handling of human cadavers and human waste.

Rules and regulations involving use, storage and disposal of hazardous chemicals, human cadavers and prosections (preserved, dissected body parts and contaminated materials.)

Demonstrate competence in the operation, maintenance and minor repair of science-related equipment such as but not limited to: specimen jars, surgical tools, dissection, rib shears, analytical equipment, metal tags, engraving machine, bone saw, spectrophotometers, sphygmomanometer blood pressure, stethoscope, BIOPAC software, autoclave, otoscope, ophthalmoscope, micropipette, lab scale and SDS-PAG gel-electrophoresis.

- Demonstrate competence in the operation, maintenance and minor repair of safety and office equipment such as computers, printers, fire extinguishers and first aid kits.
- Plan and organize work.
- Work independently with little direction.
- Demonstrate a sensitivity to relate to persons with diverse socio-economic, cultural, and ethnic backgrounds, including the disabled.
- Establish and maintain effective and cooperative working relationships with others.
- Meet schedules and time lines.
- Maintain timely and accurate records and reports.
- Perform clerical work using modern office practices, procedures and equipment, including computer.
- Learn instructional methods and techniques.
- Train, schedule, supervise and evaluate student workers.
- Perform work in compliance with health and safety regulations.
- Handle, store and dispose of hazardous materials according to legal procedures.
- Issue, receive, store and inventory equipment and supplies.
- Prepare, monitor and maintain assigned class budgets.
- Assure the security of assigned equipment, materials and supplies.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties outlined in this classification, employees in this classification are regularly required to stand for long periods of time; walk and move equipment from lab to lab; sit; use hands to finger, handle, or feel objects, a keyboard or other machines, tools or controls; reach with hands and arms; speak clearly and distinctly to provide information to students and staff; and hear and understand voices over telephone and in person. Employee may be required to wear respirator and other assigned safety equipment.

Employees assigned to this classification frequently must lift, carry and/or move objects weighing up to 25 pounds.

Specific vision abilities required for positions in this classification include close vision (clear vision at 20 inches or less); color vision (ability to identify and distinguish colors); and the ability to adjust focus (ability to adjust the eye to bring an object into sharp focus).

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The work assigned to this classification is performed in an instructional lab environment. While performing the duties of this classification, the employee is exposed to the hazards chemicals, bacterial and human bodily contaminated materials, ultra-violet light and airborne contaminants. The employee also is occasionally exposed to the risks of computer-generated video radiation. The work environment is moderately noisy because of noise from fume hoods.

Board approved: XXXX

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

TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #3 WITH CONSTRUCTION TESTING SERVICES INC. FOR VACAVILLE CLASSROOM BUILDING RENOVATION PROJECT

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

In August of 2015 a professional services agreement in the amount of \$132,800 was approved with Construction Testing Services Inc. to provide testing and special inspection services for the Vacaville Classroom Building Renovation Project. Amendment #1 was approved in October 2016; Amendment #2 was approved in November 2016.

Board approval is requested for the attached Amendment #3 to increase the original consulting

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Repair and update instructional space and equipment to meet DSA standards.

<i>Ed. Code:</i>	<i>Board Policy: 3225;3520</i>	<i>Estimated Fiscal Impact: \$300,626 Measure Q Funds</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Lucky Lofton
 Executive Bonds Manager

PRESENTER’S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Yulian Ligioso
 Vice President, Finance and Administration

VICE PRESIDENT APPROVAL

April 7, 2017

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

April 7, 2017

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #3 WITH CONSTRUCTION TESTING SERVICES INC. FOR VACAVILLE CLASSROOM BUILDING RENOVATION PROJECT

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

CONTINUED FROM THE PREVIOUS PAGE

services agreement with Construction Testing Services Inc. for additional testing services. Due to the results of the first truss test, DSA is requiring that a greater number of trusses be tested (14). Since the water load on each truss is required to remain in place for 24 hours, the District has requested that CTS provide 24 hour monitoring so that if any issues arise, they can be addressed immediately to prevent further damage to the building.

\$132,800 Original Contract Amount
\$ 68,858 Previously Approved Amendments
\$300,626 Amendment #3
\$502,284 New Contract Amount

The Board is asked to approve this contract amendment to Construction Testing Services Inc. in an amount not to exceed \$300,626. Construction Testing Services Inc.'s new contract amount will be \$502,284.

The contract Amendment #2 is available online at: <http://www.solano.edu/measureq/planning.php>.

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO BELL PRODUCTS, INC. FOR
CONSTRUCTION SERVICES FOR THE VALLEJO
CENTER HVAC UPGRADE PROJECT**

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for award of a contract to Bell Products, Inc., for the Vallejo Center HVAC Upgrade Project. The scope of work includes removal and replacement of most of the existing HVAC system in the Vallejo Center building, including all associated electrical work and structural upgrades to existing roof framing.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Renovate instructional space and update equipment.

<i>Ed. Code:</i>	<i>Board Policy: 3225; 3520</i>	<i>Estimated Fiscal Impact: \$1,800,000 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
Lucky Lofton Executive Bonds Manager		
PRESENTER'S NAME		
4000 Suisun Valley Road Fairfield, CA 94534		
ADDRESS		
(707) 863-7855		
TELEPHONE NUMBER		
Yulian Ligioso VP, Finance & Administration		
VICE PRESIDENT APPROVAL		
April 7, 2017		
DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT		
		Celia Esposito-Noy, Ed.D. Superintendent-President
		April 7, 2017
		DATE APPROVED BY SUPERINTENDENT-PRESIDENT

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO BELL PRODUCTS, INC. FOR
CONSTRUCTION SERVICES FOR THE VALLEJO
CENTER HVAC UPGRADE PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

A public bid was held April 4, 2017. The following bids were received:

	<u>BASE BID</u>
Bell Products, Inc.	\$1,800,000
Dowdle & Sons Mech.	\$2,497,000

It was determined that Bell Products, Inc. submitted the lowest responsible and responsive bid. It is recommended the District award a contract to Bell Products, Inc. in the amount of \$1,800,000.

The Board is asked to approve a contract to Bell Products, Inc. in the amount of \$1,800,000.

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

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO TPA CONSTRUCTION, INC.
 FOR CONSTRUCTION SERVICES FOR THE BUILDING
 1200 STORAGE SYSTEMS AND ACCESSORIES PROJECT**

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested for award of a construction contract to TPA Construction, Inc. for the Building 1200 Storage Systems and Accessories Project. The scope of work includes labor, materials, equipment and supplies necessary for the furnishing and installation of miscellaneous storage systems and accessories for Building 1200 (Performing Arts Building).

Proposals were solicited from Department of General Services (DGS) registered Small Businesses

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Renovate instructional space and update equipment.

<i>Ed. Code:</i>	<i>Board Policy: 3225; 3520</i>	<i>Estimated Fiscal Impact: \$25,850 Measure Q Funds</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Lucky Lofton
 Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
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ADDRESS

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Yulian Ligioso
 VP, Finance & Administration

VICE PRESIDENT APPROVAL

April 7, 2017

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

April 7, 2017

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO TPA CONSTRUCTION, INC.
FOR CONSTRUCTION SERVICES FOR THE BUILDING
1200 STORAGE SYSTEMS AND ACCESSORIES PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

and Disabled Veteran Business Enterprises.

Two proposals were received:

	<u>BASE BID</u>
TPA Construction, Inc.	\$25,850
Arthulia Inc.	\$36,000

It was determined that TPA Construction, Inc. was the lowest responsive and responsible bidder.

The Board is asked to approve a construction contract to TPA Construction, Inc., in the amount of \$25,850.

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

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO VACA VALLEY EXCAVATING
& TRUCKING, INC. FOR CONSTRUCTION SERVICES
FOR THE VACAVILLE CENTER INTERSECTION
IMPROVEMENTS PROJECT**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for award of a construction services contract to Vaca Valley Excavating & Trucking, Inc., for the Vacaville Center Intersection Improvements Project. The scope of work includes demolition, removal and replacement of existing sidewalk, driveway, curb and gutters, pavement, landscaping, irrigation system and installation of newly designed/configured driveway, curb, gutter, median, traffic signal, signs, pavement striping/markings, relocation and

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other:

<i>Ed. Code:</i>	<i>Board Policy: 3225; 3520</i>	<i>Estimated Fiscal Impact: \$878,500 Measure Q Funds</i>
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SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
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ADDRESS

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TELEPHONE NUMBER

Yulian Ligioso
VP, Finance & Administration

VICE PRESIDENT APPROVAL

April 7, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO VACA VALLEY EXCAVATING & TRUCKING, INC. FOR CONSTRUCTION SERVICES FOR THE VACAVILLE CENTER INTERSECTION IMPROVEMENTS PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

installation of new street lights, detector loops, signal controllers, including appropriate testing, commissioning, and coordination with City of Vacaville and with PG&E's scope of work as required per the approved plans and specifications.

A public bid opening was held April 4, 2017. The following bids were received:

Vaca Valley Excavating & Trucking, Inc.	\$878,500
St. Francis Electric, LLC	\$997,000

It was determined that Vaca Valley Excavating & Trucking, Inc. submitted the lowest responsible and responsive bid. It is recommended that the District award a contract to Vaca Valley Excavating & Trucking, Inc. in the amount of \$878,500.

The Board is asked to approve a contract to Vaca Valley Excavating & Trucking, Inc. in the amount of \$878,500.

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

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: MEASURE Q BOND PROJECT INITIATION – ADA IMPROVEMENTS PROJECT – PHASE 1

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for initiation of the ADA Improvements Project – Phase 1. This project is the first phase of a District-wide project to update campus facilities to ensure access for disabled students.

On April 2, 2014, the Board approved the 2013 Facilities Master Plan, including the Accessibility

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other:

Ed. Code: Board Policy: Estimated Fiscal Impact: N/A. Projects are part of the total Measure Q expenditure of \$348,000,000

SUPERINTENDENT’S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

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(707) 863-7855

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Yulian Ligioso

Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

April 7, 2017

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2017

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

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

TO: Members of the Governing Board

**SUBJECT: MEASURE Q BOND PROJECT INITIATION – ADA
IMPROVEMENTS PROJECT – PHASE 1**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Transition Plan in Book 3: The Process and Assessments. All facilities owned and leased by the District were surveyed for program barriers. The District's Accessibility Committee reviewed the surveys and prioritized the needed work, resulting in an Accessibility Transition Plan. The Measure Q ADA Improvements Project will begin to address the needed work.

The first work under this Phase 1 project will be construction of Fairfield Campus Entry Sidewalk Improvements, anticipated summer 2017.

The Board is asked to approve the initiation of the ADA Improvements Project – Phase 1 as described in the attached Project Initiation Form.

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

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: MEASURE Q BOND PROJECT INITIATION – IT
INFRASTRUCTURE IMPROVEMENTS PROJECT -
PHASE 2

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for initiation of the IT Infrastructure Improvements Project – Phase 2. The IT Infrastructure Improvements Project is to provide necessary network, communication systems, desktop services and equipment improvements in support of instructional, student support and office spaces.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other:

Ed. Code:	Board Policy:	Estimated Fiscal Impact: N/A. Projects are part of the total Measure Q expenditure of \$348,000,000
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SUPERINTENDENT’S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Lucky Lofton
Executive Bonds Manager

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4000 Suisun Valley Road
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April 7, 2017

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Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: MEASURE Q BOND PROJECT INITIATION – IT
INFRASTRUCTURE IMPROVEMENTS PROJECT -
PHASE 2**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Phase 1 IT Infrastructure Improvements were completed. This project is the second phase of the overall IT Infrastructure Improvements Project and is aligned with the second tranche of the bond funding.

The Board is asked to approve the initiation of the IT Infrastructure Improvements Project – Phase 2 as described in the attached Project Initiation Form.

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

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

TO: Members of the Governing Board

**SUBJECT: MEASURE Q BOND PROJECT INITIATION – SMALL
 CAPITAL PROJECTS – PHASE 2**

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested for initiation of the Small Capital Projects Phase 2. Small Capital Projects Phase 2 will consist of smaller scale improvement projects intended to provide necessary instructional, student support, office space, and general facility improvements District wide.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other:

Ed. Code: Board Policy: Estimated Fiscal Impact: N/A. Projects are part of the total Measure Q expenditure of \$348,000,000

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

Lucky Lofton
 Executive Bonds Manager

PRESENTER’S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Yulian Ligioso
 Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

April 7, 2017

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

April 7, 2017

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: MEASURE Q BOND PROJECT INITIATION – SMALL
CAPITAL PROJECTS – PHASE 2**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

This is for the second phase of the Small Capital Projects and it is aligned with the second tranche of the bond program.

The Board is asked to approve the initiation of the Small Capital Projects - Phase 2 as described in the attached Project Initiation Form.

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

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

TO: Members of the Governing Board
SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #6

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

The Board is requested to approve the latest revision to the Measure Q Bond Spending Plan (BSP). The BSP will require periodic adjustments to accommodate the changing needs of the District over time. The original document was approved on August 20, 2014. Update #1 was approved March 4, 2015; Update #2 was approved March 16, 2016, Update #3 was approved October 19, 2016, Update #4 was approved on January 18, 2017, and Update #5 was approved March 1, 2017.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other:

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: N/A. Projects are part of the total Measure Q expenditure of \$348,000,000, plus net interest revenues.</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Lucky Lofton
 Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Yulian Ligioso
 Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

April 7, 2017

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

April 7, 2017
**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #6

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Update #6 of the BSP includes adjustments for the following:

Post Additional Net Interest Earned: Since the last Bond Spending Plan Update, an additional net interest earned through December 31, 2016 is \$101,007.

Vallejo Center HVAC Upgrade Project: At this Board meeting, the Vallejo Center HVAC Upgrade Project construction contract is presented for approval. If approved, a budget augmentation is required. Bids exceeding budget are likely due to two reasons:

1. Design was modified to improve system reliability and reduce the service and maintenance requirements. The improvements in design will result in a system that will be very simple to maintain and repair, resulting in maintenance savings over time.
2. Market conditions.

It is proposed to allocate the remaining Tranche 1 Program Reserve funding to this project. This is appropriate as we are nearing the end of Tranche 1 spending, and Tranche 2 funding will be in hand soon and will have a 5% Program Reserve. It is proposed to reduce the Autotechnology Building budget by \$400,000 to increase the Vallejo Center HVAC Upgrade budget. This will leave approximately \$200,000 Contingency in the Autotechnology budget; construction of this project is nearing completion.

Adjustment	Amount	From	To
1	\$101,007	New posting	Net Interest Earned
2	\$115,000	Net Interest Earned	Vallejo Center HVAC Upgrade
3	\$485,024	Program Reserve	Vallejo Center HVAC Upgrade
4	\$400,000	Autotechnology Building	Vallejo Center HVAC Upgrade

The Board is asked to approve the proposed revisions as described above and indicated in the Bond Spending Plan Update #6 attached.



BOND SPENDING PLAN:		UPDATE 1	UPDATE 2	UPDATE 3	UPDATE 4	UPDATE 5	UPDATE 6	UPDATE 6
PROJECT NAME	08/20/14 BOT APPROVED BSP	03/04/15 APPROVED BSP	03/16/16 APPROVED BSP	10/19/16 APPROVED BSP	1/18/17 APPROVED BSP	3/1/17 APPROVED BSP	4/19/17 PROPOSED REVISION	4/19/17 PROPOSED BSP
FF CAMPUS	\$ 87,800,000	\$ 87,800,000	\$ 92,300,000	\$ 92,447,818	\$ 92,447,818	\$ 92,447,818		\$ 92,447,818
Performing Arts Building (Phase 1 B1200 Renovation)	\$ 6,200,000	\$ 6,200,000	\$ 6,200,000	\$ 6,347,818	\$ 6,347,818	\$ 6,347,818		\$ 6,347,818
Science Building (Phase I)	\$ 33,100,000	\$ 33,100,000	\$ 37,600,000	\$ 37,600,000	\$ 37,600,000	\$ 37,600,000		\$ 37,600,000
Agriculture (Horticulture)	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000		\$ 2,000,000
Library/Learning Resource Center	\$ 21,800,000	\$ 21,800,000	\$ 21,800,000	\$ 21,800,000	\$ 21,800,000	\$ 21,800,000		\$ 21,800,000
Science & Math Building (Phase 2)	\$ 8,000,000	\$ 8,000,000	\$ 8,000,000	\$ 8,000,000	\$ 8,000,000	\$ 8,000,000		\$ 8,000,000
Performing Arts Building (Phase 2)	\$ 13,700,000	\$ 13,700,000	\$ 13,700,000	\$ 13,700,000	\$ 13,700,000	\$ 13,700,000		\$ 13,700,000
Career Technology Building (CTE)	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000		\$ 3,000,000
VV CAMPUS	\$ 80,200,000	\$ 80,200,000	\$ 80,200,000	\$ 80,200,000	\$ 80,200,000	\$ 80,200,000		\$ 80,200,000
VV Classroom Building Purchase & Renovation	\$ 8,200,000	\$ 8,200,000	\$ 8,200,000	\$ 8,200,000	\$ 8,200,000	\$ 8,200,000		\$ 8,200,000
Biotechnology & Science Building	\$ 28,000,000	\$ 34,500,000	\$ 34,500,000	\$ 34,500,000	\$ 34,500,000	\$ 34,500,000		\$ 34,500,000
Aeronautics & Workforce Development Building	\$ 15,000,000	\$ 15,000,000	\$ 15,000,000	\$ 15,000,000	\$ 15,000,000	\$ 15,000,000		\$ 15,000,000
Student Success Center/LRC	\$ 22,000,000	\$ 15,500,000	\$ 15,500,000	\$ 15,500,000	\$ 15,500,000	\$ 15,500,000		\$ 15,500,000
Fire Training	\$ 7,000,000	\$ 7,000,000	\$ 7,000,000	\$ 7,000,000	\$ 7,000,000	\$ 7,000,000		\$ 7,000,000
Agriculture Building	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
VJ CAMPUS	\$ 80,200,000	\$ 83,300,000	\$ 82,266,214	\$ 82,266,214	\$ 82,266,214	\$ 82,266,214		\$ 82,866,238
Vallejo Prop Purchase Belvedere	\$ 4,800,000	\$ 4,800,000	\$ 4,794,343	\$ 4,794,343	\$ 4,794,343	\$ 4,794,343		\$ 4,794,343
Autotechnology Building	\$ 19,600,000	\$ 24,800,000	\$ 24,800,000	\$ 24,800,000	\$ 24,800,000	\$ 24,800,000	\$ (400,000)	\$ 24,400,000
Site Improvements	\$ 5,100,000	\$ 5,000,000	\$ 4,000,000	\$ 4,000,000	\$ 2,825,000	\$ 2,825,000		\$ 2,825,000
Vallejo Prop Purchase Northgate	\$ 6,800,000	\$ 6,900,000	\$ 6,871,871	\$ 6,871,871	\$ 6,871,871	\$ 6,871,871		\$ 6,871,871
Student Success Center/LRC	\$ 22,000,000	\$ 22,000,000	\$ 22,000,000	\$ 22,000,000	\$ 22,000,000	\$ 22,000,000		\$ 22,000,000
Career Technology Building	\$ 21,900,000	\$ 19,800,000	\$ 19,800,000	\$ 19,800,000	\$ 19,800,000	\$ 19,800,000		\$ 19,800,000
Vallejo Center HVAC Upgrade	\$ -	\$ -	\$ -	\$ -	\$ 1,175,000	\$ 1,175,000	\$ 1,000,024	\$ 2,175,024
INFRASTRUCTURE IMPROVEMENTS	\$ 37,800,000	\$ 37,800,000	\$ 37,800,000	\$ 37,800,000	\$ 37,800,000	\$ 37,800,000		\$ 37,800,000
IT Infrastructure Improvements	\$ 14,000,000	\$ 14,000,000	\$ 14,000,000	\$ 14,000,000	\$ 14,000,000	\$ 14,000,000		\$ 14,000,000
Utility Infrastructure Upgrade (Energy)	\$ 23,800,000	\$ 23,800,000	\$ 23,800,000	\$ 23,800,000	\$ 23,800,000	\$ 23,800,000		\$ 23,800,000
ADA & CLASSROOM IMPROVEMENTS	\$ 19,200,000	\$ 19,200,000	\$ 19,200,000	\$ 19,200,000	\$ 19,200,000	\$ 19,653,246		\$ 19,653,246
Small Capital Projects	\$ 8,300,000	\$ 8,300,000	\$ 8,300,000	\$ 8,300,000	\$ 8,300,000	\$ 8,753,246		\$ 8,753,246
ADA Improvements	\$ 10,900,000	\$ 10,900,000	\$ 10,900,000	\$ 10,900,000	\$ 10,900,000	\$ 10,900,000		\$ 10,900,000
PLANNING, ASSESSMENTS & PROGRAM MGMT	\$ 25,400,000	\$ 25,400,000	\$ 25,400,000	\$ 25,400,000	\$ 25,400,000	\$ 25,400,000		\$ 25,400,000
Program Management, District Support & Planning	\$ 25,400,000	\$ 25,400,000	\$ 25,400,000	\$ 25,400,000	\$ 25,400,000	\$ 25,400,000		\$ 25,400,000
RESERVE & INTEREST*	\$ 17,400,000	\$ 14,300,000	\$ 11,933,786	\$ 11,785,968	\$ 11,785,968	\$ 11,785,968		\$ 11,300,944
Program Reserve (5%)	\$ 17,400,000	\$ 14,300,000	\$ 11,933,786	\$ 11,785,968	\$ 11,785,968	\$ 11,785,968	\$ (485,024)	\$ 11,300,944
TOTAL BOND SPENDING PLAN	\$ 348,000,000	\$ 348,000,000	\$ 349,100,000	\$ 349,100,000	\$ 349,100,000	\$ 349,553,246		\$ 349,668,246
*Net Interest Earned & Unallocated (12/31/16)		\$ 1,142,214	\$ 42,214	\$ 365,077	\$ 487,945	\$ 34,699	\$ (115,000)	\$ 20,706
						<i>Net Interest Earned</i>	\$ 101,007	

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: SUB-AGREEMENT WITH COLLEGE OF THE CANYONS
TO BE LEAD PILOT COLLEGE ON SELF-EMPLOYMENT
PATHWAYS IN THE GIG ECONOMY PROJECT (NEW)

REQUESTED ACTION:

- Information OR Approval
- Consent OR Non-Consent

SUMMARY:

This agenda item is to approve a grant sub-agreement with College of the Canyons to be the lead pilot college on the Self-employment Pathways in the Gig Economy Project being funded by Strong Workforce Program funds from the Chancellor’s Office. The pilot project at twenty colleges across the state will prepare students to become freelancers/independent contractors in the Gig Economy. Solano Community College as host for the statewide Small Business Sector Navigator grant is managing the Self-employment Pathways in the Gig Economy Project. College of the Canyons will be conducting the pre-launch development of model curriculum/programs for the other pilot colleges to replicate and adopt at their local campuses. The amount of this sub-agreement is \$54,000 and the term of the agreement will run from April 20, 2017 to December 31, 2018.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

Ed. Code: 81655 Board Policy: 3520 Estimated Fiscal Impact: \$54,000 expense covered by grant

SUPERINTENDENT’S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Charles Eason, Small Business Sector Navigator

PRESENTER’S NAME
4000 Suisun Valley Road
Fairfield, CA 94534
ADDRESS

(707) 863-7846
TELEPHONE NUMBER

Vice President, Academic Affairs
VICE PRESIDENT APPROVAL

April 7, 2017
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2017
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

**GRANT SUB-AGREEMENT BETWEEN
SOLANO COMMUNITY COLLEGE DISTRICT
AND
SANTA CLARITA COMMUNITY COLLEGE DISTRICT**

This Grant Sub-Agreement (hereinafter “**Agreement**”) is entered into between Solano Community College District (hereinafter “**SCCD**”) and Santa Clarita Community College District on behalf of College of the Canyons (hereinafter “**SUBCONTRACTOR**”).

WHEREAS, SCCD was awarded the “Small Business Sector Navigator” Grant #16-151-010 (hereinafter “**Grant**”), from the California Community Colleges Chancellor’s Office, Division of Workforce and Economic Development and also awarded \$500,000 in funding through the Strong Workforce Program Omnibus RFA Specification Number: 16-205 to implement the “Self-employment Pathways in the Gig Economy Project” (hereinafter “**PROJECT**”) at twenty (20) pilot colleges across the state.

WHEREAS, **SUBCONTRACTOR** has agreed to participate in the purpose of the Grant, and

WHEREAS, **SCCD** has the right to enter into agreements with outside entities for various services with the approval of the Board of Trustees,

NOW, THEREFORE the **SCCD** and **SUBCONTRACTOR** do covenant and agree as follows:

ARTICLE I

1. Statement of Work

To provide **PROJECT** services per the **SUBCONTRACTOR**’s attached Scope of Work (Exhibit A) and budget (Exhibit B).

2. Period of Performance

The period of performance for this **Agreement** shall be from the date on which the Agreement has been signed by both **SCCD** and **SUBCONTRACTOR** through December 31, 2018 (subject to Strong Workforce Program funds through Omnibus RFA Specification Number: 16-205 being extended beyond December 2017).

3. Total Cost

The total cost to **SCCD** for performance of this **Agreement** shall not exceed Fifty-four Thousand Dollars (\$54,000). **SUBCONTRACTOR** shall submit an invoice for \$54,000 to **SCCD** at the following address:

Charles Eason
Small Business Sector Navigator
Solano Community College
360 Campus Lane, Suite 201
Fairfield, CA 94534
(707) 863-7846
charles.eason@solano.edu

4. Reporting

SUBCONTRACTOR is responsible for completion and submission of a Final Summary Report using the template provided in Exhibit C on or before by December 31, 2018.

5. Expenditure of Grant Sub-agreement Funds.

SUBCONTRACTOR agrees to comply with all **PROJECT** requirements and that it is solely responsible for the appropriate expenditure of all **PROJECT** funds received and for any misappropriation or disallowment of **PROJECT** funds.

6. Record Keeping

SUBCONTRACTOR agrees to maintain **PROJECT** records for possible audit for a minimum of three (3) years after final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated.

7. Audit

SUBCONTRACTOR agrees that **SCCD**, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. **SUBCONTRACTOR** agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, **SUBCONTRACTOR** agrees to include a similar right of **SCCD**, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement.

8. Mutual Indemnification

Both parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence of the non-indemnifying party or any of its agents or employees.

9. Notices

All notices, reports and correspondence between the parties hereto regarding this Agreement shall be in writing to the following respective contacts for the parties:

Charles Eason
Small Business Sector Navigator
Solano Community College
360 Campus Lane, Suite 201
Fairfield, CA 94534
(707) 863-7846
charles.eason@solano.edu

Dr. Jeffrey Forrest
VP, Economic and Workforce Dev
College of the Canyons
26455 Rockwell Canyon Road
Santa Clarita, CA 91355
(661) 362-3144
Jeffrey.Forrest@canyons.edu

ARTICLE II

1. Legal Terms and Conditions

Both **SCCD** and **SUBCONTRACTOR** will implement the project according to all conditions defined in the Request for Application (RFA) and subsequent responses to Requests for Information.

This Agreement represents the entire understanding between **SCCD** and **SUBCONTRACTOR** with respect to the Project. No change, modification, extension, termination or waiver of this Agreement, or any of the provisions herein contained, shall be valid unless made in writing and signed by duly authorized representatives of the parties hereto.

Solano Community College District

Santa Clarita Community College District

By: _____

By: _____

Name: Dr. Celia Esposito-Noy

Name: Dr. Dianne G. Van Hook

Title: Superintendent/President

Title: Chancellor

Date: _____

Date: _____

Exhibit A - Scope of Work for Lead Pilot College

- A. **SUBCONTRACTOR** as the Lead Pilot College will subcontract with Institute for the Future (IFTF) for pre-pilot support per Statement of Work provided by IFTF on February 27, 2017.

Performance Outcomes/Deliverables: Relationships with GIG platform partners and Self-employment Pathway in the GIG Economy developed with input from industry partners.

Timeline: April 2017 - June 2017

- B. Conduct a pre-launch project with a sample of students from CTE programs at College of the Canyons to identify the needs and gaps that must be addressed to help prepare students to be freelancers and independent contractors in the Gig Economy.

Performance Outcomes/Deliverables: An estimated 20 students participate in pre-launch.

Timeline: April 2017 - September 2017

- C. Based on the results from the pre-launch project, develop model curriculum/programs for the Self-employment Pathways in the Gig Economy pilot project in conjunction with subject matter experts and industry partners such as Upwork and IFTF that other pilot colleges can then replicate at their local campuses. In developing the model curriculum/programs for pilot colleges to implement, College of the Canyons will identify the combination of training (credit, non-credit, or not-for-credit), technical assistance (counseling/mentoring), and experiential learning (real world experience with on-demand platforms) for students to complete. This could end up being a low-unit credit certificate, non-credit Career Development College Pathway (CDCP) certificate (requires a min of two courses), modules to embed in existing CTE courses, or some other model.

Performance Outcomes/Deliverables: Model curriculum or programs that the pilot colleges can adopt at each of their campuses. The actual curriculum/programs will be developed based on the needs/gaps identifying during the pre-launch pilot, but below are the proposed three content areas that the project will focus on:

- An Intro to Entrepreneurship course to prepare students to become freelancers and independent contractors. Since students may not realize that when they become freelancers or independent contractors, they are technically in business and will need to understand basic fundamentals such as selecting a legal structure, business licensing requirements, insurance requirements, self-employment taxes, quarterly estimated income tax requirements, intellectual property issues, etc. The course will provide a tool kit for independent contractors and also introduce concepts around the entrepreneurial mindset.
- A course on understanding the Gig Economy designed to prepare students for self-employment opportunities using on-demand platforms such as Upwork, LinkedIn

ProFinder, Thumbtack, Task Rabbit, Care.com, etc. Course will cover topics such as the pros & cons of the various on-demand platforms, setting up and optimizing your online profile with the platforms, professional etiquette for bidding on and performing jobs/projects, etc.

- Experiential learning component where students can gain real world experience using on-demand platforms such as Upwork with the Pluralsight assessments. Students will be given the opportunity to practice setting up their profiles, completing assessments in a non-threatening environment on a private platform before launching publicly. One option that should be explored is to have students enroll in an existing work study course where students can earn credit for working on their freelancing business under the guidance of a Launch Coach/Mentor.

Timeline: April 2017 - December 2018

- D. Working with the Small Business Sector Navigator, conduct an orientation webinar for colleges interested in applying for the Self-employment Pathways in the Gig Economy Pilot. Chancellor's Office will assist in getting the word out about the orientation through their list serves to CIOs, CTE Deans, eAlert, etc.

Performance Outcomes/Deliverables: An estimated 40 colleges participate in the orientation webinar. Colleges attending the orientation webinar will be given one month to submit a Letter of Interest (LOI) to participate in the pilot project.

Timeline: September 2017

- E. Participate on selection committee for selecting the Self-employment Pathways in the Gig Economy pilot colleges. Small Business Sector Navigator and College of the Canyons as the lead pilot college will evaluate applications from colleges which submit Letters of Interest (LOIs) to select the best candidates for the 20 pilot colleges.

Performance Outcomes/Deliverables: 20 colleges selected to participate in the Self-employment Pathways in the Gig Economy pilot.

Timeline: October 2017

- F. Work with the Small Business Sector Navigator to host a Train-the-trainer for faculty and administrators from the selected pilot colleges to attend to learn how to market and implement the Self-employment Pathways in the Gig Economy project at their local campuses.

Performance Outcomes/Deliverables: Train-the-trainer held for pilot colleges in the summer of 2017. Each pilot college sends at least one representative.

Timeline: October 2017

- G. Work with Small Business Sector Navigator to develop website and marketing materials for the Self-employment Pathways in the Gig Economy Pilot Project.

Performance Outcomes/Deliverables: Doing What Matters (DWM) branding guidelines compliant website, flyer, and Constant Contact email template developed for pilot colleges to use to market the Self-employment Pathways in the Gig Economy program.

Timeline: September 2017

- H. Working with the Small Business Sector Navigator, take the lead organizing a Community of Practice (COP) with monthly web conferences for members of the community to share best practices.

Performance Outcomes/Deliverables: Monthly Community of Practice web conferences held to ensure smooth launch of Self-employment Pathways in the Gig Economy project and sharing of best practices to continually improve the program.

Timeline: Monthly starting Oct 2017

- I. Assist Small Business Sector Navigator in the development of a survey instrument and data collection mechanism for pilot colleges to conduct a completer/leaver survey to capture student self-employment outcomes.

Performance Outcomes/Deliverables: Survey instrument and data collection mechanism to capture the following outcomes:

- Number of students participating in pilot projects
- Number of students who set up profiles on on-demand platforms
- Number and type of jobs/projects secured by students using on-demand platforms
- Earnings resulting from the jobs/projects secured on on-demand platforms.

Timeline: By completion of first student cohorts in June 2018

- K. Participate as one of the pilot colleges to implement the program at College of the Canyons.

Performance Outcomes/Deliverables: A cohort of an estimated 30 students participates in the Self-employment Pathways in the Gig Economy pilot in the Spring 2018 Semester and a cohort of an estimated 30 students in the Fall 2018 Semester. A completer/leaver survey is done to capture outcomes for participating students the first quarter and second quarter after completing the program.

Timeline: September 2017 – December 2018

SELF-EMPLOYMENT PATHWAYS IN GIG ECONOMY PROJECT PILOT COLLEGE BUDGET

Object of Expenditure	Classification	Funds Requested
1100	Academic Salaries, Instructional, Contract or Regular Status <i>Name/Classification</i> <i>(Days/hours) x (Daily/hourly rate) = \$</i>	
1200	Academic Salaries, Noninstructional, Contract or Regular Status <i>Name/Classification</i> <i>(Days/hours) x (Daily/hourly rate) = \$</i>	
1300	Instructional Salaries Other <i>Name/Classification</i> <i>(Days/hours) x (Daily/hourly rate) = \$</i>	
1400	Project Director¹ <i>Name/Classification</i> <i>(Days/hours) x (Daily/hourly rate) = \$</i>	
2100	Classified Salaries, Noninstructional (Regular, Full-time) <i>Name/Classification</i> <i>(Days/hours) x (Daily/hourly rate) = \$</i>	
2200	Instructional Aides, Regular Status (Regular, Full-time) <i>Name/Classification</i> <i>(Days/hours) x (Daily/hourly rate) = \$</i>	
2300	Classified Salaries, Noninstructional (Non-Regular, Full-time) <i>Name/Classification</i> <i>(Days/hours) x (Daily/hourly rate) = \$</i>	
2400	Instructional Aides' Salaries (Non-Regular, Full-time) <i>Name/Classification</i> <i>(Days/hours) x (Daily/hourly rate) = \$</i>	
3000	Employee Benefits <i>Name and rate charged</i> <i>(3100-3900): STRS Fund, PERS Fund, Old Age, Survivors, Disability, and Health Insurance (OASDHI), Health and Welfare Benefits, State Unemployment Insurance, Workers' Compensation Insurance, Local/Alternative Retirement Systems, Other Benefits</i>	
4000	Supplies and Materials <i>List type and costs</i> <i>Instructional and Noninstructional Supplies and Materials (Supplies and materials are items that are expendable and quickly consumed or easily broken, damaged, or lost.) (i.e., software, book, magazines and periodicals, instructional supplies and materials, noninstructional supplies and materials)</i>	
5000	Other Operating Expenses and Services <i>Audit, Contract Services, Depreciation, Dues and Membership, Election, Insurance, Interest, Legal, Personal and Consultant Services, Postage, Rents and Leases, Repairs and Maintenance, Self-Insurance Claims, Travel and Conference Expenses, Utilities and Housekeeping Services, Other.</i> Subcontractors <i>Name (daily/hourly rate)</i> <i>Identify specific service to be rendered</i>	
6000	Capital Outlay <i>List type and costs</i> <i>6400 Equipment (i.e., desk, chairs, vehicles, etc.) with a purchase price of at least \$200 and a useful life of more than one year</i>	
7000	Other Outgo <i>(7100-7900): Debt Retirement, Intrafund Transfers-Out, Interfund Transfers-Out, Other Transfers, Student Financial Aid, Other Student Aid, Reserve for Contingencies</i>	
	Total Direct Costs	\$51,923
	Total Indirect Costs (Not to Exceed 4% of Direct Costs)	\$2,077
	Total Costs	\$54,000

Exhibit C. Self-employment Pathways in the Gig Economy Project Final Report Template

Submit by email, no later than December 31, 2018 to charles.eason@solano.edu

College: _____

Measurable Outcomes – Curriculum

A. Use the tables below to list individual classes and or programs you have developed in accordance with your work plan and which have been approved by your curriculum committee and your board.

New course title(s) and discipline/number(s)	Units	Any unique aspects of courses

Revised course title(s) and discipline/number(s)	Units	Any unique aspects of courses

Program(s)	Total units	List of required courses: title, course discipline and number, and units

Measurable Outcomes – Non-Curriculum Related Activities

B. Use the table below to list activities you have developed in accordance with your Workplan and which have been completed.

Activity	Workplan Objective #	Outcome(s)

C. List anecdotal information regarding the success of your efforts (for example – enrollments, campus support, community participation, or increased visibility of program).

D. Are there any extenuating circumstances that prevented you from completing all objectives and activities identified on your workplan?

E. Describe your three greatest challenges in the development of the above courses, programs, and or activities:

- 1.
- 2.
- 3.

F. Describe your three greatest successes in the development of the above courses, programs, and or activities:

- 1.
- 2.
- 3.

Anything else you wish to add?

Project Director: _____ Date: _____

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: REQUEST FOR APPROVAL OF CURRICULUM ITEMS AS
SUBMITTED BY THE CURRICULUM COMMITTEE, A
SUBCOMMITTEE OF THE ACADEMIC SENATE

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

During the Spring 2017 semester in the month of March and April, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other:

Ed. Code: Title 5, Chapter 6, subchapter 2, beginning with §55100 Board Policy: 6100 Estimated Fiscal Impact: N/A

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

David Williams, Ph.D.
Academic Affairs Consultant

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7102

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

April 7, 2017

DATE SUBMITTED TO

CELIA ESPOSITO-NOY, Ed.D.
Superintendent-President

April 7, 2017

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

SOLANO COMMUNITY COLLEGE

REQUEST FOR APPROVAL OF
CURRICULUM COMMITTEE CURRICULUM ACTIVITIES

During the Spring 2017 semester in the month of March and April, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

ACTION ITEM

None

COURSE MODIFICATIONS

Course	Modifications	Current Class Max	Proposed Class Max Change
(CP17-15) HS 055 Introduction to Case Management	Class Size, textbooks	35	24
(CP17-16) CDFS 070 Lifespan Human Development	Catalog Description, Textbooks	-	-
(CP17-17) FIRE 140 Fire Technology Academy	Prerequisites, Catalog Description, Content, textbooks	-	-
(CP17-13) BUS 005 Introduction to Business	Catalog Description, Objectives, Content, textbooks	-	-
(CP17-31) MATH 002 Algebra for Calculus (College Algebra)	hours, catalog description, objectives, assessments, content	-	-
(CP17-32) MATH 004 Precalculus Mathematics	hours, catalog description, objectives, assessments, content	-	-
(CP17-33) MATH 011 Elementary Statistics	hours, catalog description, objectives, assessments, content	-	-
(CP17-34) MATH 020 Analytic Geometry and Calculus I	hours, catalog description, objectives, assessments, content	-	-
(CP17-35) MATH 021 Analytic Geometry and Calculus II	hours, catalog description, objectives, assessments, content	-	-
(CP17-36) MATH 030 Analytic Geometry and Calculus	hours, catalog description, objectives, assessments, content	-	-
(CP17-37) MATH 031 Analytic Geometry and Calculus	hours, catalog description, objectives, assessments, content	-	-
(CP17-38) MATH 051 Trigonometry	hours, catalog description, objectives, assessments, content	-	-
(CP17-39) MATH 103 Plane Geometry	hours, catalog description, objectives, assessments, content	-	-
(CP17-40) MATH 104 Intermediate Algebra	hours, catalog description, objectives, assessments, content	-	-
(CP17-41) MATH 330 Elementary Algebra	hours, catalog description, objectives, assessments, content	-	-
(CP17-42) MATH 330A Elementary Algebra Part I	hours, catalog description, objectives, assessments, content	-	-
(CP17-43) MATH 330B Elementary Algebra Part II	hours, catalog description, objectives, assessments, content	-	-

(CP17-44) BIOT 403 Design of Biomanufacturing Facilities, Critical Utilities, Processes, and Equipment	Units, hours	-	-
(CP17-45) BIOT 407 Advanced Topics in Quality Assurance and Regulatory Affairs	Units, hours	-	-
(CP17-46) BIOT 408 Six Sigma and Lean Manufacturing	Units, hours	-	-
Curriculum Review			
None			

NEW COURSES

Course	Class Max
(CP17-22) ASTR 050 Astronomical Optics	25

COURSE DELETIONS

Course
CIS 111 Web Design with Cascading Style Sheets
PHOT 057 Special Projects
PHOT 072 Digital Imaging II
PHOT 099 Photography Honors
PHOT 155A Professional Photography: Travel Photography
PHOT 155B Pro Photo: Travel Photography II
FDES 062 Clothing Construction
FDES 063 Costume History
FDES 065 Alterations and Fit in Ready-to-Wear
FIRE 114 Fire Apparatus Maintenance
INTD 065 Kitchen and Bathroom Design
INTD 070 Introduction to Interior Design
INTD 071 Textiles, Materials and Finishes
INTD 073 History of Western Interiors and Architecture
INTD 075 Professional Practices for Interior Designers

PROGRAM MODIFICATIONS

Program	Modification
(CP17-20) Early Childhood Education A.S.	Courses
(CP17-24) Retail Management C of A	Courses, Units
(CP17-26) Retail Management A.S.	Courses, Units
(CP17-25) Business, General C of A	Outcomes, Units
(CP17-47) Fire Technology C of A	Courses
(CP17-48) Fire Technology A.S.	Courses

NEW PROGRAMS

(CP17-19) Biology A.S.

(CP17-27) Business, General A.S. – Reinstate

(CP17-28) Nutrition and Dietetics

PROGRAM DELETIONS

(CP17-30) Interior Design A.S. and C of A

CONSENT ITEMS

General Education Option A:

Addition of ENGL 004 to area D2

CHEM 003 Organic Chemistry I:

Update wording for course advisory from "ENGL 001 is Strongly Recommended" to "Eligibility for ENGL 001" to be consistent with the rest of courses in the catalog.

CHEM 004 Organic Chemistry II:

Update wording for course advisory from "ENGL 001 is Strongly Recommended" to "Eligibility for ENGL 001" to be consistent with the rest of courses in the catalog.

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

TO: **Members of the Governing Board**

SUBJECT: **APPROVAL OF GOVERNING BOARD POLICIES,
BACCALAUREATE DEGREE (NEW)**

REQUESTED ACTION:

- Information** **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

The Governing Board establishes broad institutional policies and appropriately delegates responsibility to implement these policies. At this time two new Academic Affairs Policies are being presented for approval: Board Policy 6200B *Graduation Requirements for Baccalaureate Degree* and Board Policy 6205B *Philosophy and Criteria for Baccalaureate Degree and General Education*. These policies have been reviewed and approved by the Academic Senate and were approved by the College Governance Council on March 22, 2017, and were brought to the Governing Board for information on April 5, 2017.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other:

<i>Ed. Code:</i>	<i>Board Policy:</i> 1000	<i>Estimated Fiscal Impact:</i> <i>N/A</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Celia Esposito-Noy, Ed.D.
Superintendent-President

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7299

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.

VICE PRESIDENT APPROVAL

April 7, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2017

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SOLANO COMMUNITY COLLEGE DISTRICT

GRADUATION REQUIREMENTS FOR BACCALAUREATE DEGREE

6200B

POLICY: The District grants the degree of Baccalaureate in Science or the Baccalaureate in Arts, to those students who have completed 120 degree-applicable semester units, including upper division coursework in the appropriate field of study with no grade in the Science or Art prerequisite courses less than a “C.”

Students must also complete general education, residency, and competency requirements are set forth in Title 5 regulations.

The Superintendent-President shall establish procedures to determine degree and requirements that include appropriate involvement of the Solano Community College Curriculum Committee. The procedures shall assure that graduation requirements are published in the District’s catalog and included in other resources that are convenient for Students.

**REFERENCES/
AUTHORITY:**

California Education Code, Section 70902(b) (3)

California Code of Regulations, Title 5, Sections 55060, et seq.

ADOPTED:

SOLANO COMMUNITY COLLEGE DISTRICT

PHILOSOPHY AND CRITERIA FOR BACCALAUREATE DEGREE AND GENERAL EDUCATION

6205B

POLICY: The awarding of a Baccalaureate degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the College to lead students through patterns of learning experiences designed to develop progressively higher level capabilities and insights.

In addition to these accomplishments, the student shall possess sufficient depth in the baccalaureate area of study to contribute to entry level career preparation and lifetime interest.

The Solano Community College District General Education Program promotes skill development and knowledge acquisition through the study of ideas, the analysis of data, and the interpretation of issues and events. Students completing the Solano Community College District General Education program are systematic, critical, creative thinkers and clear communicators who are intellectually curious, culturally and scientifically literate, civic-minded and aesthetically appreciative. These students are able to demonstrate the General Education Learning Outcomes (GELO) when appropriate.

The Superintendent-President shall establish procedures to determine degree and requirements that include appropriate involvement of the Solano Community College Curriculum Committee. The procedures shall assure that the graduation requirements are published in the district's catalog and are included in other resources that are convenient for students.

REFERENCES/ AUTHORITY:

California Administrative Code, Title 5, Section 55061

ACCJC Accreditation Standard II.A

ADOPTED:
