

**SOLANO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**ADOPTED MINUTES**  
Wednesday, January 17, 2018

**1. CALL TO ORDER**

A Regular Meeting of the Solano Community College District Governing Board was called to order at 6:30 p.m., on Wednesday, January 17, 2018, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Chapman.

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

At the request of Board President Chapman, Greg Brown led those present in the pledge of allegiance to the United States of America.

**3. ROLL CALL**

Sarah E. Chapman, Ph.D., President  
A. Marie Young, Vice President  
Denis Honeychurch, J. D.  
Pam Keith  
Michael A. Martin  
Rosemary Thurston  
Quinten R. Voyce  
Jacob Hinkle, Student Trustee  
Celia Esposito-Noy, Ed.D., Secretary

Others Present:

Greg Brown, Vice President of Student Services  
Mary Jones, Human Resources  
Lucky Lofton, Executive Bond Manager  
David Williams, Vice President of Academic Affairs  
Michael Wyly, Academic Senate  
Micaela Chapa, ASSC  
Sandra Therrien, Executive Coordinator

Before proceeding with business, Trustee Thurston dedicated the meeting to Robert Thurber with the following statement:

*I would like to dedicate tonight's meeting to a former employee who passed on January 4. Robert Thurber was a part-time instructor in the business division and taught Accounting and Income Tax. Business Division Dean John Locarnini commended Bob for his excellence in teaching and for being a tremendous help in writing and teaching the Income Tax for the 80's course. Because of his vast experience, he was one of our most knowledgeable and respected faculty members. He served in the Marine Corps for over 20 years, worked for the Internal Revenue Service for 17 years, and had his own tax business for almost 30 years. He was widely respected by all who knew him and will be sorely missed by his family and friends.*

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

Agenda Item 13.(s) "Request for Approval of Curriculum Items as Submitted by the Curriculum Committee, A Subcommittee of the Academic Senate, Page 58" has been pulled from the Non-Consent Agenda Items.

#### **4. APPROVAL OF AGENDA**

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

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

There were no comments from members of the public on Closed Session items.

#### **6. CLOSED SESSION**

Board President Chapman called the closed session to order at 6:31 p.m.

- (a) Conference with Labor Negotiator (Govt. Code § 54957.6)  
Agency Negotiator: Mary Jones, Human Resources  
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (b) Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
- (c) Conference with Legal Counsel – Anticipated Litigation  
Significant exposure to litigation pursuant to subdivision (d) of Govt. Code § 54956.9

#### **7. RECONVENE REGULAR MEETING**

Board President Chapman reconvened the Regular Meeting at 6:59 p.m.

## **8. REPORT OF ACTION IN CLOSED SESSION**

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

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

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

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

Karen Cook gave an update on Doing What Matters for Jobs in Solano County. The newsletter was distributed to the Trustees.

## **10. REPORTS (NO ACTION REQUIRED)**

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

Micaela Chapa reported the students are excited to be back this semester. ASSC is planning a welcome back for the students and will update as time gets closer.

### **(b) Academic Senate**

Professor Michael Wyly gave the following report:

Since my last report to the Trustees, the Senate has held its first meeting of the S 18 term as part of the optional flex-calendar day on Thursday, 1.11.2018.

At this meeting, the senate review its priorities for the 2017-18.

The Senate also passed its first resolution of the New Year: Resolution 1.11.18 Commitment of the Academic Senate of SCC to the 2018 Graduation and Commencement Ceremony. This resolution has become an annual act by the Academic Senate, as the Trustees may remember. Still, I would like to take this opportunity to report the RESOLVES. They read:

- **RESOLVED** that the Academic Senate of Solano Community College commits itself to attending the 2018 Commencement Celebration of Solano Community College; and
- **RESOLVED** that the Academic Senate of Solano Community College shares its commitment with all Solano College faculty members to encourage attendance to honor and celebrate student achievement at Solano College; and
- **RESOLVED** that the Academic Senate of Solano Community College work with the College to maintain faculty roles and participation in commencement to honor and

dignify the support and instruction provided by faculty to the students of Solano Community College.

The Senate also took action to restructure the faculty membership of the DE committee, per the request of the DE Committee. In summary--Two representatives per School, selected by the represented schools, and adjunct and full-time faculty are equally encouraged to petition to serve on the committee. An appointed academic dean also sits on the committee.

In our afternoon joint session of the senate and administrators, senators and administrators continued to explore the role(s) guided pathways may have on our campus to best support and empower our students and the faculty who teach them. As I communicated in the state of the senate address during our last convocation, importantly, SCC is beginning to forge ahead on its own terms, as we work to discover what the Solano fingerprint for pathways might look like, including our joint meeting where the senate and deans worked together to envision how we might best approach the pathways question. The senate is eager for the work, as we collaborate in full consultation with the whole of the college, including its subject-area faculty, to design clear course sequences with sound student support all along the way to best serve our students and community.

The senate next meets on Monday, January 22 where the senate will consider action on changes to its bylaws re: the inclusion of adjunct faculty, as well as a proposed resolution for senate report for SCC petitioning to join the OEI.

(c) College Governance Council

Superintendent-President Esposito-Noy stated that College Governance Council has not met since the last report.

(d) Superintendent-President

Superintendent-President Esposito-Noy gave the following report:

- Enrollments improving and seeing increase compared to same time in 2016 and 2017 (see handout in packets).
- Black History Month events scheduled thus far are included in your packet. Events are being coordinated by Dr. Slade, Dr. Smith in Umoja, and I am working on securing speakers as well.
- Staff in A&R and Financial Aid have been managing lines and addressing student issues as they arise. Students reported to me yesterday that the wait time in A&R and Financial Aid lines was about 10 minutes and that they appreciated the staff who were serving as line monitors answering their questions. Counseling is on a drop-in basis this week and the wait was about 2 hours yesterday. The Transfer Center is staffed to assist students

who need help with finding classes and enrolling once they secure an add code from their instructors.

- IT has been working with staff, faculty, and students to address enrollment issues as they are brought to their attention.

## **11. CONSENT AGENDA – ACTION ITEMS**

### *Superintendent-President*

- (a) Draft Minutes for the Meetings Held on December 20, 2017 (Pending Board Approval)

### *Human Resources*

- (b) Employment 2017-2018, Page 7

### *Finance and Administration*

- (c) Warrants, Page 10
- (d) Notice of Completion for Construction Services for the Maker’s Space Building 1800B, Room 1852 Project, Page 12

It was moved by Trustee Martin and seconded by Trustee Voyce to approve the Consent Agenda as presented. The motion was passed unanimously.

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

There were no items removed from the Consent Agenda.

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

### *Superintendent-President*

- (a) Resolution No. 17/18-12: To Approve Appointment to Citizens’ Bond Oversight Committee (CBOC) – Dawn La Bar, Page 14

It was moved by Trustee Thurston and seconded by Trustee Young to approve Resolution No. 17/18-12 To Approve Appointment to Citizens’ Bond Oversight Committee (CBOC) – Dawn La Bar as presented. The motion passed unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

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

NOES:

ABSTAIN:

(b) Resolution No. 17/18-13: To Approve Appointment to Citizens' Bond Oversight  
Committee (CBOC) – Doriss Panduro, Page 16

It was moved by Trustee Thurston and seconded by Trustee Young to approve Resolution No. 17/18-13 To Approve Appointment to Citizens' Bond Oversight Committee (CBOC) – Doriss Panduro as presented. The motion passed unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

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

NOES:

ABSTAIN:

(c) Resolution No. 17/18-18: To Approve Appointment to Citizens' Bond Oversight  
Committee (CBOC) – Janet Roberts, Page 18

It was moved by Trustee Thurston and seconded by Trustee Martin to approve Resolution No. 17/18-18 To Approve Appointment to Citizens' Bond Oversight Committee (CBOC) – Janet Roberts as presented. The motion passed unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

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

NOES:

ABSTAIN:

Human Resources

(d) Resignation to Retire, Page 20

It was moved by Trustee Thurston and seconded by Trustee Young to approve the Resignation to Retire as presented. The motion was passed unanimously.

(e) New Administrative Leadership Group (ALG) Classified Management Job Description, Director of Purchasing and Support Services, Page 21

It was moved by Trustee Voyce and seconded by Trustee Martin to approve the New Leadership Group (ALG) Classified Management Job Description, Director of Purchasing and Support Services as presented. The motion was passed unanimously.

*Finance and Administration*

(f) Resolution No. 17/18-17: Establishment of the Nonresident Tuition Fee for 2018-2019, Page 24

It was moved by Trustee Voyce and seconded by Trustee Honeychurch to approve Resolution No. 17/18-17 Establishment of the Nonresident Tuition Fee for 2018-2019 as presented. The motion passed unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

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

NOES:

ABSTAIN:

It was moved by Trustee Young and seconded by Trustee Voyce to approve Items 13.(g), 13.(h), and 13.(k) through 13.(r), and 13.(t) through 13.(v) in one motion. The motion passed unanimously.

(g) Change Order #2 (Deductive) to Landmark Construction for the Softball Bleacher Replacement Project, Page 29

(h) Contract Change Order #2 to HM Construction Inc. for the Fairfield Campus Entry Sidewalk Improvements Project, Page 32

(i) Contract Change Order #15 to BHM Construction Inc. for Building 1200 Performing Arts Renovation (Phase 1) Project, Page 35

It was moved by Trustee Keith and seconded by Trustee Honeychurch to approve the Contract Change Order #15 to BHM Construction Inc. for Building 1200 Performing Arts Renovation (Phase 1) Project as presented. The motion was passed by a vote of 6-1.

- (j) Notice of Completion for Construction Services for the Building 1200 Performing Arts Renovation (Phase 1) Project, Page 39

It was moved by Trustee Keith and seconded by Trustee Voyce to approve the Notice of Completion for Construction Services for the Building 1200 Performing Arts Renovation (Phase 1) Project as presented. The motion was passed unanimously.

- (k) Measure Q Bond Spending Plan Update #9, Page 41
- (l) Contract Award to Swinerton Management and Consulting for Construction Management Services for the Vacaville Center HVAC Improvements Project, Page 44
- (m) Contract Award to tBP Architecture for Architectural and Engineering Services for the Building 1800B Corridor Project, Page 46
- (n) Contract Award to Lister Construction Inc. for Construction Services for the Softball Bleachers Path of Travel Project, Page 48
- (o) Contract Award to HM Construction, Inc. for Construction Services for the Pavement Rehabilitation Project, Page 50
- (p) Contract Award to Lister Construction, Inc. for Construction Services for the Parking Lot Island Improvements Project, Page 52
- (q) Contract Award to Optima Inspections Inc. for Project Inspection Services for the Building 1000 Re-Roofing Project, Page 54
- (r) Contract Award to Solano County Roofing, Inc. for Construction Services for the Building 1000 Re-Roofing Project, Page 56

Academic Affairs

- (s) Request for Approval of Curriculum Items as Submitted by the Curriculum Committee, A Subcommittee of the Academic Senate, Page 58

This item was removed from the non-consent agenda items.

- (t) Ideator Master Subscription Agreement (New), Page 65



- (u) Samaschool Web-Based Training Access (New), Page 75

Student Services

- (v) 2017-2019 Integrated Plan: Basic Skills Initiative, Student Equity, and Student Success and Support Program, Page 78
- (w) Resolution No. 17/18-16 Proclaiming February 2018 as Black History Month at Solano Community College, Page 79

It was moved by Trustee Young and seconded by Trustee Thurston to approve Resolution No. 17/18-16 Proclaiming February 2018 as Black History Month at Solano Community College as presented. The motion passed unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

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

NOES:

ABSTAIN:

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

There were no agenda items for information only.

**15. ANNOUNCEMENTS**

Trustee Martin stated that convocation was well attended by faculty and a few addressed Trustee Martin.

Trustee Young commended Superintendent-President and staff on the agenda packets being available to the Trustees prior to each meeting.

Dr. Chapman also commended the atmosphere at convocation.

**16. ITEMS FROM THE BOARD**

Trustee Young attended and/or participated in the following:

January 6: Visited the newly remodeled **Mission Solano Homeless Shelter: Matt Garcia Home for Women and Children** living room adopted by Alpha Kappa Alpha Sorority, Incorporated Tau Upsilon Omega Chapter and toured the facility during an open house hosted by AKA TUO.

January 6: Solano County Democratic Central Committee 52<sup>nd</sup> Annual Crab Feed at Joseph Nelson Community Center in Suisun City, CA

January 9: Vallejo Juneteenth Planning Committee meeting: For information about 2018 Vallejo Juneteenth, please visit [www.vallejojuneteenth.com](http://www.vallejojuneteenth.com). Juneteenth Central Committee (JCC) of the African American Family Reunion Committee (AAFRC) is the planning committee for this event and consists of fourteen officers and members. I am the vice president and Trustee Thurston is the treasurer of the AAFRC. Solano College has for many years been an education vendor at this festive event.

January 10: Volunteer mathematics tutor at Hogan Middle School in Vallejo to 7<sup>th</sup> and 8<sup>th</sup> graders, who are participants in an afterschool program, '*Links to Success: Math Olympic*'

January 11: Four Chambers of Commerce Mixer at SCCD Vacaville Center

January 12: SCCD Flex Cal: Breakfast, Convocation, and Lunch

**17. CLOSED SESSION (CONTINUED IF NECESSARY)**

**18. RECONVENE REGULAR MEETING (IF NECESSARY)**

**19. REPORT OF ACTION TAKEN IN CLOSED SESSION (IF NECESSARY)**

**20. ADJOURNMENT**

Moved by Trustee Honeychurch and seconded by Trustee Young to adjourn the meeting. There being no further business to come before the board, the meeting was adjourned at 7:39 p.m.