

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: MEMBERS OF THE GOVERNING BOARD
SUBJECT: CONSENT CALENDAR - HUMAN RESOURCES
REQUESTED ACTION: APPROVAL

EMPLOYMENT 2018-2019

Part-Time Adjunct Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Jarrold Infante	Adjunct Instructor – Fire Technology (not to exceed 67%)	1/11/2019
Melvin Self	Adjunct Instructor – Fire Technology (not to exceed 67%)	1/11/2019
Denise Shoemaker	Adjunct Instructor – Nursing (not to exceed 67%)	2/21/2019
Grant Tokiwa	Adjunct Instructor – Fire Technology (not to exceed 67%)	1/11/2019
Megan McWilliams	Adjunct Instructor – Nursing Clinical (not to exceed 67%)	2/21/2019

Change in Assignment

<u>Name</u>	<u>Old Assignment</u>	<u>New Assignment</u>	<u>Effective</u>
Tasha Smith	Umoja Coordinator (50% Reassigned Time)	Umoja Coordinator (20% Reassigned Time)	01/11/2019

Mary Jones
Human Resources

February 8, 2019
Date Submitted

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

February 20, 2019
Date Approved

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Sandra Alonso	Technology Specialist	General Fund	02/21/19-06/30/19	\$19.73/hr.
Brian Buathier	Journey Level Asst, Fire Academy	General Fund	02/21/19-06/30/19	\$25.00/hr.
Gail Frizzell	Dance Choreography	Dance Trust	02/27/2019	\$200 stipend
Mrityunjy Mazumdar	Research Analyst	Basic Skills	02/21/19-06/30/19	\$18.12/hr.
Traci Minor	Research Analyst	Basic Skills	02/21/19-06/30/19	\$18.12/hr.
MyLou Moua	Research Analyst	Basic Skills	02/21/19-06/30/19	\$18.12/hr.
Tara Norman	Academic Support Specialist	Student Equity	02/21/19-06/30/19	\$16.56/hr.
Stephanie Whited	Box Office Clerk	General Fund	02/21/19-06/30/19	\$12.00/hr.
Stephanie Whited	Theater Event Technician	General Fund	02/21/19-06/30/19	\$15.50/hr.

**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

**Academic Affairs
David Williams, Vice President**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Stephanie Benton	Piano accompanist for choral performance classes, rehearsals, and performances.	January 15, 2019 – May 21, 2019	Not to exceed \$1,900.00
W. Ken Clickenger	Day workshops for photography students.	February 22, 2019 – April 22, 2019	Not to exceed \$500.00
Ken Hein	Lighting design for SCC spring musical My Fair Lady.	January 17, 2019 – April 3, 2019	Not to exceed \$2,500.00
Bernadette Osbual-Aldrich	Photography of SCC Dance Class for Dance Production Concert.	March 15, 2019 – May 11, 2019	Not to exceed \$500.00

**Human Resources
Salvatore Abbate, Manager**

Rita Cameron-Wedding	Implicit bias training for Faculty and Staff members.	February 1, 2019 – April 30, 2019	Not to exceed \$10,800.00
Municipal Resource Group, LLC.	Confidential Personnel Investigation.	February 21, 2019 – June 30, 2019	Not to exceed \$10,000.00

Robert V. Diamond
 Vice President, Finance & Administration
 February 8, 2019
Date Submitted

Celia Esposito-Noy, Ed.D.
 Superintendent-President
 February 20, 2019
Date Approved

Student Services
Gregory Brown, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Allied Path Consulting, Inc.	Training on guided pathways, outcomes, college culture and student success.	February 20, 2019 – June 30, 2019	Not to exceed \$8,000.00
Brenna Benjamin	Present for Foster Kinship Care Education (FKCE) Workshops/Seminars for fiscal year 2018-2019.	February 20, 2019 – June 30, 2019	Not to exceed \$800.00
Sherry Currie-Proctor	Present for FKCE Workshops/Seminars for fiscal year 2018-2019.	February 20, 2019 – June 30, 2019	Not to exceed \$1,500.00
Richard Delaney, Ph.D.	Present for Foster Kinship Care Education (FKCE) Annual Conference.	March 7, 2019 – March 9, 2019	Not to exceed \$2,500.00
Elizabeth Griswold	Present for FKCE Workshops/Seminars for fiscal year 2018-2019.	February 20, 2019 – June 30, 2019	Not to exceed \$800.00
Susan Kay Harris	Present for FKCE Workshops/Seminars for fiscal year 2018-2019.	February 20, 2019 – June 30, 2019	Not to exceed \$500.00
Sharon McGriff	Black History event panel member.	February 19, 2019	Not to exceed \$100.00
Iyeisha N. Miller	Present for FKCE Workshops/Seminars for fiscal year 2018-2019.	February 20, 2019 – June 30, 2019	Not to exceed \$2,000.00
Deon Price	Youth life skills provider, trainer, speaker and facilitator.	February 19, 2019	Not to exceed \$100.00
Troy Rondeau	Photography of intercollegiate teams for picture library used for Presto website.	February 21, 2019 – May 31, 2019	Not to exceed \$500.00
Rafael Rovira	String rackets used by men's and women's tennis team.	February 20, 2019 – June 30, 2019	Not to exceed \$1,000.00

Student Services Cont'd
Gregory Brown, Vice President

Jabali Smith	P Present for FKCE Workshops/ Seminars for fiscal year 2018-2019.	February 20, 2019 – June 30, 2019	Not to exceed \$1,200.00
Russell Wilson	Present for FKCE Workshops/ Seminars for fiscal year 2018-2019.	February 20, 2019 – June 30, 2019	Not to exceed \$1,200.00
ZMB Consulting	Provide parenting sessions for the parents of children enrolled at the Solano Community College Early Learning Center.	February 22, 2019 – June 30, 2019	Not to exceed \$1,000.00

**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:

01/08/19	Vendor Payments	2511091059-2511091062	\$16,726.31
01/08/19	Vendor Payments	2511091063-2511091124	\$691,421.25
01/14/19	Vendor Payments	2511091125-2511091131	\$2,682,117.57
01/16/19	Vendor Payments	2511091132-2511091240	\$582,763.70
01/22/19	Vendor Payments	2511091241-2511091639	\$89,484.20
01/22/19	Vendor Payments	2511091640	\$1,440.00
01/22/19	Vendor Payments	2511091641-11091647	\$123,840.74

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: \$5,385,014.38</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Robert V. Diamond
Vice President, Finance and Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Robert V. Diamond
Finance and Administration

VICE PRESIDENT APPROVAL

February 8, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

February 20, 2019

**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:

01/22/19	Vendor Payments	2511091648-2511091710	\$179,128.68
01/25/19	Vendor Payments	2511091711-11091764	\$140,342.00
01/28/19	Vendor Payments	2511091765	\$89,769.40
01/28/19	Vendor Payments	2511091766-2511091768	\$33,602.19
01/28/19	Vendor Payments	2511091769-2511091891	\$623,575.77
01/29/19	Vendor Payments	2511091892-2511091895	<u>\$130,802.57</u>
TOTAL:			\$ 5,385,014.38

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>
Gregory Brown	Vice President, Student Services 3 years and 11 months of service at SCC	07/01/2019

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

VICE PRESIDENT APPROVAL

February 20, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

February 20, 2019

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: **Members of the Governing Board**

SUBJECT: **RESOLUTION NO. 18/19-14 TO APPOINT THE OFFICIAL
MEMBER FOR THE RETIREE HEALTH BENEFITS
FUNDING PROGRAM JOINT POWERS AGENCY (JPA)**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for Resolution No. 18/19-14 for the District to appoint the official member to the Retiree Health Benefits Funding Program Joint Powers Agency (JPA). The District's retirement trust is managed by the JPA.

The official member is Robert Diamond, Vice President of Finance and Administration and the alternate member is Shannon Beckham, Controller, Fiscal Services.

The resolution is attached for approval.

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: 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**

Robert V. Diamond
Vice President, Finance & Administration

PRESENTER'S NAME
4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER
Robert V. Diamond
Finance & Administration

VICE PRESIDENT APPROVAL

February 8, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

February 20, 2019

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION APPOINTING OFFICIAL MEMBER TO THE RETIREE HEALTH
BENEFITS FUNDING PROGRAM JOINT POWERS AGENCY**

RESOLUTION NO. 18/19-14

WHEREAS, Solano Community College District is a member of the Retiree Health Benefits Funding Program Joint Powers Agency;

WHEREAS, Retiree Health Benefits Funding Program Joint Powers Agency entitles each member district to have a representative attend all meetings of the Board of Directors;

WHEREAS, The Bylaws of the Retiree Health Benefits Funding Program Joint Powers Agency entitles each member district to appoint this member; now therefore be it

RESOLVED, That Robert Diamond, Vice President of Finance and Administration, is hereby appointed as Official Member, and Shannon Beckham, Controller of Fiscal Services, is hereby appointed as Alternate Member.

PASSED AND ADOPTED, This 20th day of February, 2019 by the Governing Board of the Solano Community College District.

A. MARIE YOUNG, BOARD PRESIDENT

CELIA ESPOSITO-NOY, Ed.D., SECRETARY

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

TO: **Members of the Governing Board**

SUBJECT: **CONTRACT AMENDMENT #1 TO DOVETAIL FOR
FURNITURE, FIXTURES AND EQUIPMENT
CONSULTING SERVICES FOR THE FAIRFIELD
SCIENCE BUILDING PROJECT**

REQUESTED ACTION:

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

SUMMARY:

On October 21, 2015 the Board approved a professional services contract to Dovetail to provide planning and coordination services for furniture, fixtures and equipment (FF&E) procurement, coordination and implementation of FF&E for the new Science Building to be located on the Fairfield campus.

Subsequently the construction schedule was extended, resulting in revised move-in dates. Additionally the District has requested that the move be done in three phases instead of a single move as originally planned. Finally, over the last three years since the original contract scope was

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: Update equipment that supports classrooms or related College facilities

Ed. Code: Board Policy: Estimated Fiscal Impact: \$26,565 Measure Q Funds

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

Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

February 8, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

February 20, 2019

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #1 TO DOVETAIL FOR
FURNITURE, FIXTURES AND EQUIPMENT
CONSULTING SERVICES FOR THE FAIRFIELD
SCIENCE BUILDING PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

developed, the district has clarified specific scope to address by Dovetail related to receipt and installation of the FF&E items. The District is now requesting that Dovetail perform these functions. Proposed Amendment #1 describes these changes and the additional fee for associated labor.

Contract Summary:

\$ 152,900.00	Original Contract Amount
\$ <u>26,565.00</u>	Proposed Amendment #1
\$ 179,465.00	New Contract Amount, including Amendment #1

The Board is asked to approve this contract Amendment #1 to Dovetail in the amount of \$26,565.00. Dovetail's new contract amount will be \$179,465.00.

The original contract is available online at:

<http://solano.edu/measureq/2015/BOT%20Item%2014h%20Contract%20Dovetail.pdf>

AMENDMENT #1 TO AGREEMENT

PARTIES

This FIRST Amendment to Agreement ("Amendment") is entered into between Solano Community College District ("District") and **Dovetail (aka Dovetail Decision Consultants, Inc.)** ("Consultant"), collectively the "Parties").

RECITALS

WHEREAS, District and Consultant entered into a Consulting Services Agreement ("Agreement"), dated October 21, 2015, for services related to the new Science Building in Fairfield ("Project"); and

WHEREAS, District and Consultant desire to amend the Agreement to extend the completion date, increase the move phases from one to three, and add direct oversight of Vendor FF&E installation;

NOW THEREFORE, in consideration of the mutual promises and covenants set forth above and contained herein, District and Consultant agree as follows:

AGREEMENT

1. Section 2 of the Agreement is amended to read in its entirety:
Term. Consultant shall commence providing services under this Agreement on October 21, 2015 and will diligently perform as required and complete performance by June 30, 2019, unless this Agreement is terminated and/or otherwise cancelled prior to that time.
2. Section 4 of the Agreement is amended to read in its entirety:
Compensation. District agrees to pay the Consultant for services satisfactorily rendered pursuant to the Agreement a total fee not to exceed One Hundred Seventy Nine Thousand Four Hundred Sixty Five Dollars (\$179,465). This includes the original contract amount of \$152,900 and Amendment #1 amount of \$26,565.

Section 4.1 Payment for the Work shall be made for all undisputed amounts based upon the delivery of the work product as determined by the District. Payment shall be made within thirty (30) days after the Consultant submits an invoice to the District for Work actually completed and after District's written approval of the Work, or the portion of the Work for which payment is to be made.

3. Section 24, District contact information is amended to read in its entirety:
Solano Community College District
C/O Kitchell, Building 1102
4000 Suisun Valley Road
Fairfield, CA 94534

ATTN: Sandy Su
4. Exhibit A of the Agreement is deleted and replaced to read in its entirety as attached.
5. Except as set forth in this Amendment, all provisions of the Agreement and any previous extension(s) and/or amendment(s) thereto shall remain unchanged, in full force and effect, and are reaffirmed. This Amendment shall control over any inconsistencies between it and the Agreement and/or any previous

extension(s) and/or amendment(s).

6. Consultant acknowledges and agrees that this Amendment shall not be binding on the Parties until and unless the Solano Community College District's Governing Board approves this Amendment.

IN WITNESS WHEREOF, the parties hereto have accepted and agreed to this Amendment on the dates indicated below.

Dated: _____, 2019

Dated: _____, 2019

**SOLANO COMMUNITY COLLEGE
DISTRICT**

Dovetail Decision Consultants, Inc.

By: _____

By: _____

Print Name: Lucky Lofton

Print Name: _____

Print Title: Executive Bonds Manager

Print Title: _____

EXHIBIT "A"
DESCRIPTION OF SERVICES TO BE PERFORMED BY CONSULTANT
(as revised per Amendment #1)

The consultant's scope of work includes specifying, procurement, coordination, and implementation of all equipment and furniture, fixtures and equipment for the new Science Building in Fairfield. Consulting services include:

The scope of work below is based on the following:

- 4 User Groups with 1 Key Contact (Dean or above)
- 1 New Building, approximately 35,000 square feet, delivered through Design/Build process
- Project schedule will be as follows: Phase I: Planning, October 2015 to August 2016, and Phase II: Implementation March 2018 to June 2019
- FF&E will be OF/OI, with Dovetail directing the District procurement of products, and preparing all installation requirements and providing management of installation
- All installation, building infrastructure connection, certification, and calibration of FF&E will be the responsibility of the DBE
- This will be a three phased FF&E Installation
- All Move management will be handled by the college facilities, with no scope of work for Dovetail
- Computer / AV equipment selection and procurement to be handled by college IT/AV department. Dovetail IT/AV scope limited to coordination of power / data locations related to furniture connectivity
- FF&E applications include: 7 Science Labs, 15 Support Areas, 2 Lecture Halls, 1 Veteran's Center, 16 Faculty Offices, and 1 Dean's Suite

Consulting Services performed by Dovetail shall include:

FF&E Coordination Planning Services

- Prepare initial assessment of space requirements defined by architect's program
- Prepare FF&E budget documents, inclusive of preliminary version and (2) revisions (a revision is defined as any change or request that necessitates the document to be updated) during planning phase (2 Meetings)
- Prepare FF&E Space Plan, inclusive of preliminary version and (2) revisions (a revision is defined as: any change or request that necessitates the document to be updated) during the planning phase (3 Meetings)
- Review and confirm building interface for power, data and plumbing as required for FF&E (2 Meetings)
- Guide selection of all typical FF&E, including finishes, from District Standards; assist Architect with finishes and product review (5 Meetings)
- Prepare plan for integration of existing FF&E items
- Guide selection for non-standard FF&E, including specialty equipment
- Provide coordination of up to (15) specialty and non-standard FF&E vendors to gather specifications and project proposals
- Guide final confirmation of vendor specifications for both standard and non-standard items (4 Meetings)
- Provide multiple procurement options for Program funded items.
- Submit final Phase I documentation to District in electronic format

FF&E Coordination Implementation Services

- Attend construction kick-off meeting and subsequent meetings as needed
- Confirm vendor's space plans reflect all updates and changes that have occurred during construction. Includes (2) revisions (a revision is defined as any change or request that necessitates the document to be updated) during the implementation phase and prior to development of order documentation. Any revision occurring after order documentation has been developed is not included in this scope, regardless of the usage of the (2) provided revisions (2 Meetings)
- Coordinate and confirm vendors' completion of site verification prior to installation
- Coordinate all vendor proposals, plans and ordering documentation, and submit to District for order placement
- Create and manage Vendor Tracking Reports
- Prepare installation schedules to assure integration with contractor's schedule
- Prepare scope of installation requirements for all contractor installed items; provide MEP and data support to Contractor at rough-in.
- Provide planning support for Move Management team.
- Provide direct oversight and management of all Vendors' FF&E installation. Submit packing slips and confirmation of receipt of Vendor goods sufficient for District Receiving staff confirmation of receipt.
- Assist District Staff and Program/Construction Manager in identifying and planning for secondary effects, post occupancy (1 Meeting)
- Review vendor invoices for accuracy, submit to District for payment
- Prepare and deliver project close-out documentation electronically

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #1 TO VLAMING AND
ASSOCIATES FOR PROJECT LABOR AGREEMENT
COORDINATOR SERVICES**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

completion date to be December 31, 2021.

The Board is asked to approve this no cost contract Amendment #1 to Vlaming and Associates.

The contract is available online at (starting on page 116 through 127 of this document):
http://www.solano.edu/governing_board/2014/Attachments7-16-14.pdf

AMENDMENT #1 TO AGREEMENT

PARTIES

This FIRST Amendment to Agreement ("Amendment") is entered into between Solano Community College District ("District") and **Vlaming and Associates, APC** ("Consultant"), collectively the "Parties").

RECITALS

WHEREAS, District and Consultant entered into a Consulting Services Agreement ("Agreement"), dated July 16, 2014, for coordination services related to the District's Project Labor Agreement ("Project"); and

WHEREAS, District and Consultant desire to amend the Agreement to extend the completion date;

NOW THEREFORE, in consideration of the mutual promises and covenants set forth above and contained herein, District and Consultant agree as follows:

AGREEMENT

1. Section 2 of the Agreement is amended to read in its entirety:
Term. Consultant shall commence providing services under this Agreement on July 17, 2014 and will diligently perform as required and complete performance by December 31, 2021, unless this Agreement is terminated and/or otherwise cancelled prior to that time.
2. Section 24, District contact information is amended to read in its entirety:
Solano Community College District
C/O Kitchell, Building 1102
4000 Suisun Valley Road
Fairfield, CA 94534
ATTN: Sandy Su
3. Except as set forth in this Amendment, all provisions of the Agreement and any previous extension(s) and/or amendment(s) thereto shall remain unchanged, in full force and effect, and are reaffirmed. This Amendment shall control over any inconsistencies between it and the Agreement and/or any previous extension(s) and/or amendment(s).
4. Consultant acknowledges and agrees that this Amendment shall not be binding on the Parties until and unless the Solano Community College District's Governing Board approves this Amendment.

IN WITNESS WHEREOF, the parties hereto have accepted and agreed to this Amendment on the dates indicated below.

Dated: _____, 2019

Dated: _____, 2019

SOLANO COMMUNITY COLLEGE DISTRICT

Vlaming and Associates, APC

By: _____

By: _____

Print Name: Lucky Lofton
Print Title: Executive Bonds Manager

Print Name: _____
Print Title: _____

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO CA ARCHITECTS FOR
PROFESSIONAL SERVICES FOR SCOREBOARDS
REPLACEMENT PROJECT

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for award of a professional services contract to CA Architects for full architectural and engineering services for the Scoreboards Replacement Project. Project scope includes replacement of existing scoreboards and supporting structures for the softball and baseball fields located on the Fairfield campus. The scope of work includes full architectural and engineering services for design/construction documents, including Division of the State Architect (DSA) review and approval, bid phase services, and construction administration.

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STUDENT SUCCESS IMPACT:

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

Ed. Code: Board Policy: Estimated Fiscal Impact: \$19,000 Redevelopment Funds

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

Robert Diamond
VP, Finance & Administration

VICE PRESIDENT APPROVAL

February 8, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Dr. Celia Esposito-Noy
Superintendent-President

February 20, 2019

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO CA ARCHITECTS FOR
PROFESSIONAL SERVICES FOR SCOREBOARD
REPLACEMENT PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Proposals were solicited from firms in the District prequalified pool of architectural firms. Only one proposal was received, from CA Architects.

The proposal was evaluated, pricing found to be appropriate for the scope of work, and CA Architects is recommended for award of contract.

The Board is asked to approve a professional services contract to CA Architects, in the amount not to exceed \$19,000.

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 2019 semester in the month of January, 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.
Vice President, Academic Affairs

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7102

TELEPHONE NUMBER

David Williams, Ph.D.
Vice President, Academic Affairs
VICE PRESIDENT APPROVAL

February 8, 2018

DATE SUBMITTED TO

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

February 20, 2018
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

SOLANO COMMUNITY COLLEGE

REQUEST FOR APPROVAL OF
CURRICULUM COMMITTEE CURRICULUM ACTIVITIES

During the Spring 2019 semester in the month of January, 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.

CONSENT ITEM

None

ACTION ITEM

None

NEW COURSE

Course
BIOT 060 Mammalian Cell Culture
BIOT 061 Stem Cells and Cell Based Technologies

COURSE MODIFICATION

Course	Modification
RE 172 Real Estate Practice	Description

COURSE INACTIVATION

Course
NURS 058C Skills Lab III
NURS 060 Nursing of Adults II/Medical-Surgical Nursing
NURS 061 Psychiatric and Mental Health Nursing

CURRICULUM REVIEW

Course	
None	

NEW PROGRAM

Program
None

PROGRAM MODIFICATION

Program	Modification
None	

PROGRAM INACTIVATION

Program
None

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

TO: Members of the Governing Board

SUBJECT: AGREEMENT BETWEEN SOLANO COMMUNITY COLLEGE DISTRICT AND CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT FOR CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

This agreement is entered into by and between the Chabot-Las Positas Community College District (CLPCCD) on behalf of its California Early Childhood Mentor Program and the Solano Community College District (SCCD).

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:</i>	\$10,627
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

David Williams, Ph.D.
Vice President, Academic Affairs

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7117

TELEPHONE NUMBER

David Williams, Ph.D., Vice President
Academic Affairs

VICE PRESIDENT APPROVAL

February 8, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D
Superintendent-President

February 8, 2019

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: AGREEMENT BETWEEN SOLANO COMMUNITY COLLEGE
DISTRICT AND CHABOT-LAS POSITAS COMMUNITY COLLEGE
DISTRICT FOR CALIFORNIA EARLY CHILDHOOD MENTOR**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The CLPCCD has applied for and has received a grant from the California State Department of Education for the purposes of operating a Mentor Program.

The CLPCCD has received authorization from its Board of Trustees to enter into agreement with California community colleges to provide such services as: coordinating and offering an adult supervision course and seminars for mentors and directors; coordinating and developing mentoring programs; offering honoraria for faculty working with the college mentoring program; providing books and other instructional materials for mentors; and printing and copying mentor materials.

A copy of the Agreement is available for review in the Office of the Superintendent-President, the Office of the Vice President of Finance and Administration, and in the Office of the Vice President of Academic Affairs.

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

AGREEMENT

CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM

This Agreement is being executed as of December 5, 2018, for the contract term beginning August 1, 2018, entered into by and between: the Chabot-Las Positas Community College District (CLPCCD), hereinafter known as the "District," on behalf of its California Early Childhood Mentor Program, hereinafter known as the "Mentor Program," and Solano Community College/Solano County Community College District, hereinafter known as "Contractor."

This agreement is entered into through the Chabot-Las Positas Community College District Board of Trustees approval process, pursuant to its meeting on Tuesday, December 4, 2018.

Appropriation or Grant Number CN180198

RECITALS:

Whereas, the Chabot-Las Positas Community College District has applied for and has received a grant from the California State Department of Education for the purposes of operating a Mentor Program; and

Whereas, the CLPCCD has received authorization from its Board of Trustees to enter into agreements with California community colleges to provide such services as: coordinating and offering an adult supervision course and seminars for mentors and directors; coordinating and developing mentoring programs; offering honoraria for faculty working with the college mentoring program; providing books and other instructional materials for mentors; and printing and copying mentor materials.

Now, therefore, the parties agree as follows:

1. **TERM:** The term of this Agreement shall commence on August 1, 2018 and terminate June 30, 2019 except as otherwise set forth in this agreement.
2. **SERVICES TO BE RENDERED BY CONTRACTOR:** The services to be rendered are incorporated by reference as in attachment A. If any terms of the attachment and this Agreement are in conflict, this Agreement shall prevail.
3. **PAYMENT:** Invoice to be submitted and payment as a stipend to be made by District to Contractor shall be as set forth in Attachment A.
4. **INDEPENDENT CONTRACTOR:** The parties agree that with regard to this Agreement, Contractor is an independent contractor and not an employee of the District.

Any terms in this Agreement or its attachments referring to direction from the District shall be construed as providing for direction as to policy and the result of work only, and not as to the means by which such a result is obtained.

5. **EXPENSES FOR EQUIPMENT, TOOLS, MATERIALS OR SUPPLIES:** Contractor shall supply, at no cost or charge to District, all equipment, tools, materials, and/or supplies to accomplish the services agreed to be performed unless otherwise provided in this agreement; District shall not be liable to Contractor for any expenses paid or incurred by Contractor not provided for in this agreement unless otherwise agreed to in advance in writing.
6. **ASSIGNMENT:** Contractor shall not assign this Agreement nor the consideration payable under this Agreement without the written consent of the District.

7. **TERMINATION:** District may terminate this Agreement for District's convenience and without cause at any time by giving the other parties written notice of such termination. The notice shall specify the date upon which the termination becomes effective. In the event of such termination, Contractor shall be paid for his/her services that have been performed to the satisfaction of the District under this Agreement, up to the date of termination. Any payment by District shall be conditioned on Contractor providing to the District any and all materials required by District related to the services rendered.

8. **WRITTEN NOTICE:** All notices required or permitted to be given by this Agreement shall be deemed given when personally delivered to the recipient thereof or two (2) days after it has been mailed by certified mail, return receipt requested, postage prepaid, and addressed to the parties.

Any party by a written notice to the other parties may change the address of notice or the names of the persons or parties to receive written notice.

9. **GOVERNING LAW:** This Agreement shall be construed in accordance with and governed by the laws of the State of California. Venue for all litigation relative to the formation, interpretation, and performance of the Agreement shall be in Dublin, California.

10. **SEVERABILITY:** If any term, provision, covenant, or condition of the Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the rest of the Agreement shall remain in full force and effect and in no way shall be affected, impaired, or invalidated.

11. **NON-WAIVER:** The failure of any party to exercise any of its rights under this Agreement for a breach thereof shall not be deemed to be a waiver of such rights or a waiver of any subsequent breach.

12. **NO AUTHORITY TO BIND DISTRICT:** Contractor has no authority to enter into contracts or agreements on behalf of District. This Agreement does not create the relationship of agent, servant, employee, partnership or joint venture with the District.

13. **AMENDMENTS:** No amendment to this Agreement shall be effective unless it is in writing and signed by all parties.

14. **CONFLICT OF INTEREST:** Contractor states that it is familiar with provisions of Section 87100 et seq. of the Government Code and certifies that it does not know of any facts which constitute a violation of said provisions. In the event contractor receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, Contractor agrees it shall notify District of such information.

15. **DAMAGES:** Contractor shall be responsible for any and all damages resulting in whole or in part from Contractor's acts or omissions.

16. **INDEMNIFICATION:** District agrees to defend and indemnify and hold harmless Contractor, its Board of Trustees, officers, agents, and employees, individually and collectively, from and against all claims, liabilities, obligations and causes of action of whatever kind arising in any manner whatsoever out of or in connection with the acts or omissions of District, its Board of Trustees, officers, agents, and employees.

Contractor agrees to defend and indemnify and hold harmless District, its Board of Trustees, officers, agents, and employees, individually and collectively, from and against all claims, liabilities, obligations and causes of action of whatever kind arising in any manner whatsoever out of or in connection with the acts or omissions of Contractor, its Board of Trustees, officers, agents, and employees.

Contractor's obligations under this section 16 shall survive the termination of this Agreement.

17. **COMPLIANCE WITH LAWS AND REGULATIONS:** Contractor shall keep informed of all laws and governmental regulations that may affect its obligations. It shall observe and comply with, and shall cause all

its agents, employees, consultants, and subcontractors to observe and comply with all said laws and regulations, including obtaining business permits and licenses that may be required to carry out the work to be performed under this Agreement, including all applicable provisions for subrecipient monitoring of federal funding awards.

18. **LIABILITY OF DISTRICT**: District's obligations under this Agreement shall be limited to the payment of the compensation as provided for in Section 3 of this Agreement but shall also include activities as provided for in Attachment A. Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits, arising out of or in connection with this Agreement or the services performed in connection with this Agreement.

19. **NON-DISCRIMINATION CLAUSE**: During the performance of this Agreement, District and Contractor shall not unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), medical condition (cancer), age, marital status, denial of family and medical care leave and denial of pregnancy disability leave. District and Contractor shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. District and Contractor shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f) set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this contract by reference and made a part hereof as it set forth in full. District and Contractor shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

20. **BUDGET CONTINGENCY**: This Agreement is valid and enforceable only if sufficient funds are made available to the State by the United States Government or the California State Legislature for the Fiscal Year(s) covered by this Agreement for the purpose of this program. In addition, this Agreement is subject to any additional restrictions, limitations, conditions or any statute enacted by the Congress or the State Legislature that may affect the provisions, terms or funding of this Agreement in any manner.

21. **ENTIRE AGREEMENT/MODIFICATION**: This writing sets forth the entire Agreement between the parties, and supersedes all other oral or written provisions. This Agreement may be modified only by a written document executed and approved in the same manner as this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date specified immediately adjacent to their signatures below.

"District"

"Contractor"

By: 
Signature of CLPCCB person authorized to execute agreement

By: _____
Signature

Print Name: Ronald Gerhard

Print Name: Celia Esposito-Noy, Ed.D.

Title: Vice Chancellor of Business Services

Title: Superintendent - President

Date: 12/18/18

Address: 4000 Suisun Valley Road
Fairfield CA 94534

Date: _____

Recommended By:

Signature: 

Print Name: Mary Anne Doan

Title: Director, California Early Childhood Mentor Program

Address: 25555 Hesperian Blvd.

Hayward, CA 94545

Date: 12/3/18



Attachment A
Solano Community College/Solano County Community College
District
August 1, 2018 – June 30, 2019

A. Chabot-Las Positas Community College District on behalf of the California Early Childhood Mentor Program shall provide the following resources for implementation of the Contractor's program, subject to the District's approval:

1. Updated materials and assistance to facilitate implementation of the program including a *Program Manual*, an In-Service Training Resource Guide, reporting forms and one-on-one technical assistance.
2. Travel expenses for the Contractor's Local Coordinator to attend statewide meetings to discuss program elements, the status of implementation and materials. Travel expenses must be within state guidelines and limits as specified in the *Program Manual* and as may reasonably be revised by the District.
3. \$1,805 for instructional costs related to the offering of a Mentor Seminar and a Director Seminar, as described in the *Program Manual*. The Coordinator may make a written request to the District for an additional \$1,584 maximum to offer the Mentor Teacher/Adult Supervision Course in the 2018-2019 contract year.
4. \$3,200 for the Contractor's Local Coordinator to implement and develop the program, arrange for the course offering, recruit prospective Mentors, appoint a Selection Committee, coordinate the selection process, place student teachers with Mentors and approve Post-Practicum, Individual Student Mentoring, Mentoring Record, Birth to Three/FCCH Mentoring Record, Director Mentor, Director Mentoring Record, and Birth to Three/FCCH Director Mentoring Record placements. The Contractor's Coordinator may be paid directly by the Chabot-Las Positas Community College District in the sole discretion of the District. The District reserves the right to withhold and/or reduce the Coordinator payment if responsibilities listed in Section B are not fulfilled in a timely manner.
5. Up to \$1,750 for an honorarium not to exceed \$250 per person for Selection Committee Members to meet to review applications, visit and evaluate applicants' teaching practices and classroom environment with the appropriate Harms and Clifford scale, visit and evaluate Director Mentor applicants' leadership and management skills with the *Program Administration Scale (PAS)* or the *Business Administration Scale (BAS)*, check references and make final decisions on qualified classroom Mentors and Director Mentors. Committee Members may be paid directly by the Chabot-Las Positas Community College District in the sole discretion of the District.
6. \$2,103 in stipend support for 2 Mentors and all selected Director Mentors. **Selecting Director Mentors and supporting their placements with protégés is a requirement of the Mentor Program.** All stipends will be paid directly by the Chabot-Las Positas Community College District and calculated according to the formula and procedures currently described in the *Program Manual* and as may reasonably be revised by the District. Stipends are for the following purposes:
 - Practicum placement(s) for mentoring practicum students placed with Mentors

- Post-Practicum Stipend(s) to support Mentors for continued mentoring of protégés who were former practicum students placed with Mentors
- Individual Student Mentoring Contract(s) to support pairing a Mentor with an Early Childhood Education student for non-course based contact time
- Mentoring Record Hour(s) to support Mentors as they offer hourly mentoring services
- Birth to Three/FCCH Mentoring Record Hour(s) to support Mentors as they offer hourly mentoring services for Infant/Toddler and Family Child Care teachers and providers
- In-Service Training stipends for Mentors for fulfilling the In-Service training requirements as set forth in the *Program Manual*
- Director Mentor Placement(s) to support Director Mentors for mentoring of protégé directors
- Director Mentoring Record Hour(s) to support Director Mentors as they meet protégé directors' and Director Mentor applicants' needs for short-term, hourly mentoring
- Birth to Three/FCCH Director Mentoring Record Hour(s) to support Director Mentors as they offer hourly mentoring services for Infant/Toddler directors and Large Family Child Care providers

7. \$185 for materials for Mentors and Director Mentors (books, Environment Rating Scales, instructional materials, etc.) and/or printing and copying costs for program implementation or Mentor materials. Coordinators may be reimbursed directly by the Chabot-Las Positas Community College District in the sole discretion of the District, or through their local college.

B. Contractor as a college agrees to designate a Local Coordinator. The Coordinator shall be responsible for the following activities:

Selection and Re-Certification

1. Promoting the program on campus and in the community.
2. Enrolling teachers and providers in the Mentor Teacher/Adult Supervision Course, based on the syllabus provided in the *Program Manual* and as may reasonably be revised by the District. The Contractor as a college agrees to enroll students and to issue credit. The Contractor also agrees that it will accrue no ADA when instructional costs are reimbursed. Students pay tuition if they are receiving credit.
3. Recruiting qualified child care providers and directors from the community who may be interested in becoming Mentors.
4. Modifying and distributing Mentor and Director Mentor applications and establishing appropriate application deadlines as currently described in the *Program Manual* and as may reasonably be revised by the District.
5. Assuring compliance with selection criteria for Mentor Teachers and Director Mentors as set forth in Sections D and E below.
6. Adhering to the Policy on the Mentor Option in Campus Labs as currently described in the *Program Manual* and as may reasonably be revised by the District.
7. Modifying and distributing Mentor and Director Mentor Re-Certification applications, and establishing appropriate application deadlines as currently described in the *Program Manual* and as may reasonably be revised by the District.

8. Appointing a Selection Committee which shall include community college instructors, center directors, teachers and other child care practitioners who represent all sectors of the regional child development community (e.g., Head Start, preschool, subsidized, non-profit), a representative from the local QRIS, other early childhood professionals as needed such as an R and R representative, or from an advocacy group such as the Local Planning Council, etc. The Selection Committee should reflect the diversity of program types, ethnicities and language capacities in the community.
9. Training Selection Committee Members in the use of the Harms and Clifford Scales: the *Early Childhood Environment Rating Scale-Revised* (ECERS-R), the *Infant/Toddler Environment Rating Scale-Revised* (ITERS-R), the *School-Age Care Environment Rating Scale* (SACERS), and *Family Child Care Environment Rating Scale-Revised* (FCCERS-R). Training Selection Committee Members in the use of the *Program Administration Scale* (PAS) and the *Business Administration Scale* (BAS).
10. Serving as a Selection Committee Member as currently described in the *Program Manual* and as may reasonably be revised by the District. Such service is *optional* for local college or Regional Coordinators but **mandatory** for college Coordinators in a Region.
11. Scheduling meetings for the Selection Committee to review Mentor and Director Mentor applications, evaluate applicants' centers or classroom sites, and to make final selections by **May 1st of each contract year**.
12. Notifying all New and Re-Certification applicants to inform them of final decisions as soon as possible after the final Selection Committee meeting.
13. Petitioning the District in writing that Mentor pool size be increased in an academic year. In such cases, determination will be made by Mentor Program staff based on current statewide allocations and student placement rates at the local college.
14. Maintaining eligibility requirements for Mentor Teachers in accordance with program policy as currently described in the *Program Manual* and as may reasonably be revised by the District.
15. Maintaining eligibility requirements for Director Mentors in accordance with program policy as currently described in the *Program Manual* and as may reasonably be revised by the District.

Professional Growth

16. Facilitating or arranging for facilitation by Mentors or Director Mentors with at least 3 years of experience with the program (for leadership development purposes) of a 1-2 unit credit-optional monthly Seminar for Mentors to build a reflective community of practice to discuss issues they confront in supervising student teachers, combined with further study of supervision, leadership and mentoring skills.
17. Facilitating or arranging for facilitation on a rotating basis with Director Mentors with at least 3 years of experience with the program (for leadership development purposes) of a 1-2 unit credit-optional monthly Seminar for directors to study administrative issues, quality improvement strategies, leadership development and mentoring issues.
18. Providing Mentor and Director Seminar Instructors with Mentor and leadership materials such as the *Growing Leaders In-Service Training Resource Guide*, or other current instructional materials as supplied by the District.
19. Ensuring that facilitators for the Mentor and Director Seminars are regularly evaluated in accordance with college policies.
20. Supporting Mentor In-Service Training activities with Mentor materials and other appropriate funding where available.

Placements and Stipend Activities

21. Working within the college's administrative procedures to institutionalize the Mentor Program. This includes seeking curriculum committee approval for courses, including program information in the college catalog and course schedule, and establishing load credit for practicum instructors who support placements with Mentors.
22. Providing the District with official course outlines for all courses in which students may be placed with Mentors.
23. Placing students with Mentors, acting as intermediary between the student and Mentor, and monitoring the Mentors' work. The college agrees to offer the placement with a Mentor as an alternative to the existing practicum course(s).
24. Overseeing student placements with Mentors to ensure only one student will be in the Mentor's classroom at a time.
25. Approving the following as currently described in the *Program Manual* and as may reasonably be revised by the District:
 - Mentor-protégé contracts for Post-Practicum placements;
 - Mentor-student contracts for Individual Student Mentoring;
 - Hourly Mentoring Record stipends for short-term mentoring services;
 - Hourly Birth to Three/FCCH Mentoring Record stipends for short-term mentoring services for Infant/Toddler and Family Child Care teachers and providers;
 - Director Mentor-protégé director contracts for Director placements;
 - Hourly Director Mentoring Record stipends for short-term mentoring services;
 - Hourly Birth to Three/FCCH Director Mentoring Record stipends for short-term mentoring services for Infant/Toddler directors and Large Family Child Care providers
26. Serving, if requested and willing, as a Field Trainer as currently described in the *Program Manual* and as may reasonably be revised by the District.

Payments

27. Submitting the signed **Designation of Coordinator form** and this signed **Letter of Agreement** to the District no later than **January 3rd of this contract year**. Acknowledging that the Coordinator's stipend and any reimbursements due to the college will be withheld until these signed documents are received by the Mentor Program Office at Chabot College.
28. Maintaining records of all costs and disbursements and reporting these monthly to the District in a timely and accurate manner within thirty days of expenditures. Pay may be docked in the following years' **Letter of Agreement** for all late paperwork.
29. Making and enforcing deadlines with all Mentors and Mentor Directors for dates when their forms must be submitted to the Coordinator.
30. Submitting all forms approving the placement within 30 days of placement beginning.
31. Submitting authorizations to pay all stipends within 30 days following the end of the placement.
32. Submitting all fiscal reporting to the District no later than **June 1st of each contract year**.
33. Submitting all requests for reimbursement to the District no later than **June 13th of each contract year**.
34. Acknowledging that the Coordinator's payment may be withheld and/or reduced if reporting is not accomplished in a timely manner, and may be reflected in following years' budget.

35. Applying for and utilizing Additional Funding to Support Instructional Costs for an Adult Supervision Course if appropriate.
36. Applying for and utilizing Supplemental Support Funding (for Large Area programs and/or Director Seminars) if appropriate.
37. Applying for and utilizing Innovative funding for leadership, professional development or communities of practice activities if appropriate.
38. Providing full reporting on the use of any Supplemental Support Funding as currently described in the *Program Manual* and as may reasonably be revised by the District. Reports are due by June 1st of the contract year.

Evaluations

39. Facilitating program evaluation.
40. Requiring completion of Student Evaluation of Mentor Teacher, Director Mentor Contract Self-Evaluation, and Director Mentor Contract Evaluation: Protégé, Birth to Three/FCCH Mentoring Record Protégé Evaluation, Birth to Three/FCCH Director Mentoring Record Protégé Evaluation, and Director Seminar Evaluation Forms by program participants.

Agreements and Reports

41. Completing and submitting to the District Quarterly Reports as follows:
 - First Quarter: August 1 to October 31, due **October 31st of each contract year**
 - Second Quarter: November 1 to January 31, due **January 31st of each contract year**
 - Third Quarter: February 1, to April 30, due **April 30th of each contract year**
42. Completing and submitting to the District all Annual Reporting materials on or before **June 1st of each contract year.**

Mentor Program Meetings

43. Attending all required Coordinator meetings and/or being responsible for acquiring and understanding the information and materials presented at these meetings.
44. Facilitating the selection of eligible participants for the annual Mentor Institute.

Maintaining Records

45. Keeping records on each Mentor's placement history, student evaluations of the Mentor, the Mentor's application and re-certification, and stipend amounts. Keeping comparable records for each Director Mentor.
46. Maintaining program data and records in archives for five years.

- C. Contractor will designate an instructor who will be responsible for teaching the Mentor Teacher/Adult Supervision Course, a 2-unit course on adult supervision skills for Mentor candidates, based on a course syllabus included in the *Program Manual* and as may be reasonably revised by the District.
- D. Contractor shall insure that Classroom Mentor applicants shall complete the following requirements in order to be considered for selection:
 1. A college level Early Childhood training program that included an Early Childhood practicum supervised by a college instructor for credit. Candidates must submit a transcript proving completion of this requirement.

2. The two-unit Mentor Teacher/Adult Supervision Course, as described in Sections B.2 and C in this Attachment.
3. Two years of experience as a classroom teacher or family child care provider.
4. Eligibility for the Master Teacher Level, or higher, of the California Child Development Permit.
5. The Mentor Application (see *Program Manual*) which includes information on the applicant's educational background and experience, a personal statement, a transcript proving completion of the practicum as part of her/his Early Childhood education, a QRIS Tier Rating (where applicable), and the Harms and Clifford rating sheet from her/his self-review. The Application also includes a "supervisor's agreement" to support the candidate's application and participation as a Mentor. As public elementary school teachers have their own mentoring program, they are not eligible to participate in the California Early Childhood Mentor Program.
6. A site review of the center's National Association for the Education of Young Children (NAEYC) accreditation status by members of the Mentor Selection Committee and direct observation of teaching practices, or completion of a site review and self-study using the appropriate Harms and Clifford Scale (ECERS-R, ITERS-R, SACERS or FCCERS-R). For those programs who have a current QRIS ECERS-R, ITERS-R, or FCCERS-R done in the last 13 months, the Harms and Clifford assessment by the Mentor Selection Committee shall be waived. For this waiver, only the QRIS assessment may be used.
7. If the applicant has an acceptable score on the assessment referred to in Section D.6 above, and the site has a current 4 or 5 QRIS rating, and passes all the other criteria, this applicant has priority over other applicants as part of the agreement between ELCD and the California Early Childhood Mentor Program.

E. Contractor shall ensure that Director Mentor applicants shall complete the following requirements in order to be considered for selection:

1. Three years of experience as a director or site supervisor in a child development program (current or prior).
2. Successful completion of a Director Mentor Information Session Webinar and a Director Mentor Institute as currently described in the *Program Manual* and as may be reasonably revised by the District. The Director Mentor Applicant may apply prior to attending DMI but must have completed it before mentoring can take place.
3. The Director Mentor Application (see *Program Manual*) which includes information on the applicant's educational background, experience, statement of program philosophy, selection of items for *Program Administration Scale* (PAS) or *Business Administration Scale* (BAS) review, a QRIS Tier Rating (where applicable), and references.
4. Completion of a *Program Administration Scale* (PAS) or *Business Administration Scale* (BAS) interview by members of the Mentor Selection Committee. A site review of the applicant's worksite (if applicable).
5. If the applicant participates in QRIS and has a current 4 or 5 QRIS rating, and passes all of the above criteria, this applicant has priority over all other applicants as part of the agreement between ELCD and the California Early Childhood Mentor Program.

F. Contractor agrees to provide the following resources for implementation of the program:

1. Facilities for the Mentor Teacher/Adult Supervision Course, Selection Committee training and meetings, the Mentor Seminar and the Director Seminar as currently described in the *Program Manual* and as may be reasonably revised by the District.

2. Funds for program costs in excess of amounts provided in Section A of this agreement.

- G. Contractor agrees that in cases where active Mentors or Director Mentors from other Regional or Local Mentor Programs wish to apply to this college's program, acceptance and selection will be at the discretion of this college's Selection Committee based on space availability and other selection criteria.
- H. District reserves the right to withdraw the resources listed in Section A for non-performance of activities and requirements listed in Sections B through G. Written notice of such withdrawal—and a procedure and timeline to appeal such a decision—will be provided to Contractor. Under some circumstances a program may be put on written probationary notice for six months to one year, and a determination will be made after performance is reviewed if resources will be withdrawn.

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

TO: Members of the Governing Board

**SUBJECT: RESOLUTION NO. 18/19-15 PROCLAIMING MARCH 2019
 AS WOMEN’S HISTORY MONTH AT SOLANO
 COMMUNITY COLLEGE**

REQUESTED ACTION:

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

SUMMARY:

The theme for March 2019 National Women’s History Month is “Visionary Women: Champions of Peace & Nonviolence”.

Board approval is requested to proclaim March 2019 as Women’s History Month at Solano Community College.

STUDENT SUCCESS IMPACT:

- Help 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:</i>
SUPERINTENDENT’S RECOMMENDATION:		<input checked="" type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL <input type="checkbox"/> NOT REQUIRED <input type="checkbox"/> TABLE

Gregory S. Brown
 Vice President, Student Services

PRESENTER’S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707-864-7159

TELEPHONE NUMBER

Gregory S. Brown, Student Services

VICE PRESIDENT APPROVAL

February 11, 2019

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

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

February 20, 2019

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

RESOLUTION PROCLAIMING MARCH 2019 AS

WOMEN'S HISTORY MONTH AT SOLANO COMMUNITY COLLEGE

RESOLUTION NO. XX

WHEREAS, women have been equal partners in the development and history of the United States; and

WHEREAS, with the passage of Public Law 100-9, the month of March was officially established as National Women's History Month; and

WHEREAS, women's roles in history and their contributions to world civilization have been overlooked in the past; and

WHEREAS, the theme of Women's History Month 2019 is "Visionary Women: Champions of Peace & Nonviolence"; and

WHEREAS, Solano Community College, as a public institution of higher learning is dedicated to providing opportunities for all people so that they can reach their highest potential; and

WHEREAS, as an institution serving the community, Solano Community College is committed to offering public forums of interest to all segments; now therefore be it

RESOLVED, that the Solano Community College District Governing Board proclaims March 2019 as Women's History Month.

PASSED AND ADOPTED this XXX day of February 2019 by the Governing Board of Solano County Community College District.

A. MARIE YOUNG, BOARD PRESIDENT

CELIA ESPOSITO-NOY, SECRETARY

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

TO: **Members of the Governing Board**

SUBJECT: **INFINITI CONSULTING GROUP (INFINITI)
PROFESSIONAL SERVICES AGREEMENT FOR SOLANO
COMMUNITY COLLEGE**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for the Statement of Work with Infiniti Consulting Group (Infiniti) to assist Solano Community College with achieving compliance requirements set out by Assembly Bill (AB) 705. This bill requires community colleges to maximize the probability that a student will enter and complete transfer-level English and mathematics/quantitative reasoning in one year and use, in the placement of students into English and math courses, one or more of the following: high school coursework, high school grades, and high school grade point average.

STUDENT SUCCESS IMPACT:

- Help 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:</i> 32,500.00
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Gregory S. Brown
Vice President, Student Services

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7159

TELEPHONE NUMBER

Gregory S. Brown, Student Services
VICE PRESIDENT APPROVAL

February 11, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

February 20, 2019

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Solano Community College-Student Success Project – AB 705

Proposed Statement of Work for Professional IT Services

Infiniti Professional Services CMAS
3-18-70-2281J

Submitted
December 5, 2018

SECTION 1: PROJECT DESCRIPTION

Infiniti Consulting Group, Inc. (“Infiniti”) is pleased to provide this preliminary proposal and estimate for Infiniti Professional Services for Solano Community College (Solano). Contents of this proposal are based on collaboration with the Solano IT Team and represent a monthly professional services agreement for Argos related consulting work to assist Solano Community College with achieving their compliance requirements set out by the AB 705 bill.

The AB 705 is a bill signed by the Governor on October 13, 2017 that took effect on January 1, 2018. The bill requires that a community college district or college maximize the probability that a student will enter and complete transfer-level coursework in English and math within a one-year timeframe and use, in the placement of students into English and math courses, one or more of the following: high school coursework, high school grades, and high school grade point average.

The bill also authorizes the Board of Governors to establish regulations governing the use of measures, instruments and placement models to ensure that these measures, instruments and placement models achieve the goal of maximizing the probability that a student will enter and complete transfer-level coursework in English and math.

AB 705 was written to clarify existing regulation and ensure that students are not placed into remedial courses that may delay or deter their educational progress **unless** evidence suggests they are highly unlikely to succeed in the college-level course. Assessment instruments and placement policies have serious implications for equity, as students of color are far more likely to be placed into remedial courses; students placed into remediation are much less likely to reach their educational goals.

Evidence suggests that community colleges are placing **too many** students into remediation and that significantly more students would complete transfer requirements in math and English if enrolled directly in transfer-level English and math courses. Research suggests that when used as the primary criterion for placement, assessment tests tend to under-place students; and a student’s high school performance is a much stronger predictor of success in transfer-level courses rather than standardized placement tests.

The funding for this engagement is coming from the Basic Skills Student Outcomes and Transformation (BSSOT) Program. 64 California Community Colleges were awarded \$89 million to improve the progression rate of students by implementing or expanding innovations, redesign in the areas of assessment, student services and instruction. The awarded colleges are working toward improved student success within a five-year period.

Supporting Links:

https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201720180AB705

<https://assessment.cccco.edu/ab-705-implementation/>

<http://extranet.cccco.edu/Divisions/AcademicAffairs/BasicSkillsEnglishasaSecondLanguage/StudentOutcome.aspx>

1.1. PROJECT OBJECTIVE

This project is to provide Solano CC with local reporting spreadsheets and dashboards provided thru Argos reports for data similar to the LaunchBoard, a statewide data system supported by the California Community Colleges Chancellor's Office and hosted by Cal-PASS Plus, which provides data to California community colleges on progress and outcomes. See <https://www.calpassplus.org/LaunchBoard/Home.aspx>

1.2. SCOPE OF WORK

Detailed Scope of Work for Solano's Argos project will be determined in partnership with Solano IT staff.

1.3. TIMELINE

Infiniti will immediately commence activities defined in this SOW upon agreement and issuance of purchase order.

1.4. COST ESTIMATE

This section provides the bill rate used by Infiniti to provide the professional services as described in Section 1.2.

This table shows an estimate of the cost for hourly Infiniti Professional Services.

RESOURCE TITLE	STANDARD RATE	ESTIMATED HOURS	ESTIMATED COST
Infiniti Professional Services*	\$125 per hour and billed monthly as they occur	260**	\$32,500

* Rates are subject to change if the Scope of Work and type of technical resources required changes

** Hours will be utilized on an as-needed basis as agreed upon by Infiniti and Solano

Infiniti and Customer have caused this SOW to be signed and delivered by their duly authorized representatives.

Solano Community College

Infiniti Consulting Group

By: _____

By:  _____

Printed: _____

Printed: Scott Drossos

Title: _____

Title: President

Date: _____

Date: 1/25/2019

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

TO: **Members of the Governing Board**

SUBJECT: **ATHLETIC AGREEMENT BETWEEN NAPA VALLEY COLLEGE AND SOLANO COMMUNITY COLLEGE**

REQUESTED ACTION:

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

SUMMARY:

In 1983, Solano Community College and Napa Valley College entered into an athletic agreement to establish a regional partnership that would allow each college to host viable programs individually and identified those that both colleges would offer. The list of athletic programs is included in the attached notice that is to be sent to the Bay Valley Conference (BVC) Commissioner. This agreement will be in effect from July 1, 2019 through June 30, 2020. This agreement is subject to annual review.

STUDENT SUCCESS IMPACT:

- Help 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:</i> N/A
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Gregory S. Brown
Vice President, Student Services

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7159

TELEPHONE NUMBER

Gregory S. Brown, Student Services
VICE PRESIDENT APPROVAL

February 11, 2019
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

February 20, 2019
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**



January 29, 2019

Shirley Baskin, BVC Commissioner
3710 Lone Tree Way #301
Antioch, CA 94509

Dear Shirley:

We are respectfully requesting the BVC and CCCAA's annual approval of the Napa-Solano Athletic Agreement, effective July 1, 2019 – June 30, 2020.

Napa Valley College and Solano Community College entered into the athletic agreement in 1983. This partnership was based on the inability of the two colleges to fully fund comprehensive athletic programs. A regional approach was developed with each college hosting viable programs. The updated listing is as follows:

- A. Solano Community College only:**
 - Football (not currently offered)*
 - Water Polo (not currently offered)*
 - Men's and Women's Swimming and Diving*
 - Men's and Women's Tennis*

- B. Napa Valley College only:**
 - Men's Soccer*
 - Men's and Women's Golf*

- C. Both:**
 - Volleyball*
 - Baseball*
 - Men's and Women's Basketball*
 - Softball*
 - Women's Soccer*

Both college Governing Boards support and endorse this athletic agreement. It is the intention of the Boards to continue the agreement with yearly review.

Please contact us if we can provide further clarification.

Sincerely,

Celia Esposito-Noy, Ed. D.
Superintendent-President
Solano Community College

Ronald D. Kraft, Ph.D.
President
Napa Valley College

cc: R. Harris, Dean, Health Occupations, Napa Valley College
J. Dunlap, Athletic Director, Napa Valley College
E. Visser, Athletic Director, Solano Community College