

**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**

**Regular Assignment**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Alexandria Cataneda	Outreach Specialist (Range 14/1)	06/20/2019

**Short-term/Temporary/Substitute**

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Evangeline East	FYE Planning Comm	Student Equity	06/01/19 – 06/30/19	\$60.69/hr.
Ruth Fuller	FYE Planning Comm	Student Equity	06/01/19 – 06/30/19	\$69.05/hr.
Thomas Grube	FYE Planning Comm	Student Equity	06/01/19 – 06/30/19	\$69.05/hr.
Marissa Harvey	Beginning Interpreter	General Fund	06/10/19 – 06/30/19	\$12.00/hr.
Theresa Jaimez	FYE Planning Comm	Student Equity	06/01/19 – 06/30/19	\$71.72/hr.
Sarah McKinnon	FYE Planning Comm	Student Equity	06/01/19 – 06/30/19	\$60.69/hr.
Vanessa Pimentel	Volleyball Clinic	Agency Trust	06/24/19 – 06/30/19	\$16.66/hr.
Heather Ringo	FYE Planning Comm	Student Equity	06/01/19 – 06/30/19	\$50.53/hr.
Randy Robertson	FYE Planning Comm	Student Equity	06/01/19 – 06/30/19	\$69.05/hr.
David Schrumpf	FYE Planning Comm	Student Equity	06/01/19 – 06/30/19	\$60.69/hr.
Skylar Takeda	Volleyball Clinic	Agency Trust	06/24/19 – 06/30/19	\$16.66/hr.
Heather Watson-Perez	FYE Planning Comm	Student Equity	06/01/19 – 06/30/19	\$60.69/hr.

\_\_\_\_\_  
**Mary Jones**  
Human Resources

June 8, 2019

**Date Submitted**

\_\_\_\_\_  
**Celia Esposito-Noy, Ed.D.**  
Superintendent-President

June 19, 2019

**Date Approved**

**Short-term/Temporary/Substitute**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Fund/Grant Name</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Andrew Wesley	Assessment Coord	General Fund	06/01/19 – 06/30/19	\$69.05/hr.
Dmitry Yandulov	FYE Planning Comm	Student Equity	06/01/19 – 06/30/19	\$71.72/hr.
Kristi Zerga	Beginning Interpreter	General Fund	06/10/19 – 06/30/19	\$12.00/hr.

**EMPLOYMENT 2019-2020**

**Regular Assignment**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>
Christine Atalig	Assistant Controller (Range 38/3)	07/01/2019

**Part-Time Adjunct Assignment**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>
Rita Marcon	Biology/Physiology Instructor (not to exceed 67%)	08/08/2019

**Out of Class**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Claire Gover	Administrative Assistant IV	07/01/19– 06/30/20	\$225.33/mo. \$2,703.96 Total
Jose Leal	Information Technologist	07/01/19 – 09/30/19	\$237.46/mo. \$712.38 Total
Amy Meachum	Human Resources Analyst	07/01/19 – 09/30/19	\$437.84/mo. \$1,313.52 Total
Fiorella Minchillo	Financial Aid Specialist	07/01/19 – 12/31/19	\$166.40/mo. \$998.40 Total
Chor Thao	Accounting Specialist II	07/01/19 – 12/31/19	\$166.40/mo. \$998.40 Total
Antoinette Troupe- Gardner	Financial Aid Specialist	07/01/19 – 12/31/19	\$218.40/mo. \$1,310.40 Total

**Short-term/Temporary/Substitute**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Fund/Grant Name</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Joseph Almeida	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$69.05/hr.
Sandra Calderon Alonso	Technology Specialist	General Fund	07/01/19 – 08/12/19	\$19.73/hr.

SOLANO COMMUNITY COLLEGE HUMAN RESOURCES CONSENT CALENDAR

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**Short-term/Temporary/Substitute**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Fund/Grant Name</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Rhuenette Alums	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$69.05/hr.
Rachel Aptekar	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$71.72/hr.
Leonard Archie	Technology Specialist	General Fund	07/01/19 – 08/12/19	\$19.73/hr.
Larry Bartlow	ASTC Instructional Assistant	Basic Skills	07/01/19 – 06/30/20	\$16.56/hr.
Maria Isip-Bautista	EEO Training	EEO	07/01/19 – 12/31/19	\$4,000 stipend
Erica Beam	FYE Planning Comm	Student Equity	07/01/19 – 06/30/20	\$69.05/hr.
Erica Beam	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$69.05/hr.
Cochea Bivins	Student Services Assistant II, Financial Aid	SFAA-BFAP Administration Allowance	07/01/19 – 06/30/20	\$16.56/hr.
Alison Bolton	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$69.05/hr.
Genevieve Brown	Student Services Generalist, A&R	SSSP	07/01/19 – 06/30/20	\$18.10/hr.
Beatriz Cadenas	Academic Success Specialist	Student Equity	07/01/19 – 06/30/20	\$16.56/hr.
Maritza Castro	Student Services Generalist, A&R	SSSP	07/01/19 – 06/30/20	\$16.56/hr.
David Coad	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$58.59/hr.
Jimmie Collier	Custodian	General Fund	07/01/19 – 06/30/20	\$13.62/hr.
Jaime Cortez	Auto Lab Technician	Strong Workforce	07/01/19 – 06/30/20	\$17.72/hr.
Sepideh Daroogheha	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$56.58/hr.
Yvonne Dillard	Early Learning Specialist Sub	CSPP	07/01/19 – 06/30/20	\$17.33/hr.
Evangeline East	FYE Planning Comm	Student Equity	07/01/19 – 06/30/20	\$60.69/hr.
Mary Estrada	Early Learning Specialist Sub	CSPP	07/01/19 – 06/30/20	\$17.33/hr.
Ruth Fuller	FYE Planning Comm	Student Equity	07/01/19 – 06/30/20	\$69.05/hr.
Hui Hui Gallagher	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$64.65/hr.
April Gipson	Student Services Generalist, Vallejo	SSSP	07/01/19 – 06/30/20	\$16.56/hr.
Angelito Guevarra	Custodian	General Fund	07/01/19 – 06/30/20	\$13.62/hr.
Thomas Grube	FYE Planning Comm	Student Equity	07/01/19 – 06/30/20	\$69.05/hr.
Zachary Hammond	Student Services Assistant II, Financial Aid	SFAA-BFAP Administration Allowance	07/01/19 – 06/30/20	\$16.56/hr.
Cristina Hernandez	Student Services Assistant II, Financial Aid	SFAA-BFAP Administration Allowance	07/01/19 – 06/30/20	\$16.56/hr.

**Short-term/Temporary/Substitute**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Fund/Grant Name</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Winifred Hunton-Chan	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$64.87/hr.
Theresa Jaimez	FYE Planning Comm	Student Equity	07/01/19 – 06/30/20	\$71.72/hr.
Pedro Javaras-Lopez	ASTC Instructional Assistant	Basic Skills	07/01/19 – 06/30/20	\$16.56/hr.
Laura Klein	Temp Administrative Assistant 4, HR	General Fund	07/01/19 – 06/30/20	\$18.90/hr.
Kate Larot	Student Services Assistant II, Financial Aid	SFAA-BFAP Administration Allowance	07/01/19 – 06/30/20	\$16.56/hr.
Ashlie Lawson	Counseling	Student Equity	07/01/19 – 06/30/20	\$64.65/hr.
Tuyen Ming Le	Custodian	General Fund	07/01/19 – 06/30/20	\$13.62/hr.
Maeve Lee	Student Services Generalist	SSSP	07/01/19 – 06/30/20	\$18.10/hr.
Veronica Lindsey	Student Services Generalist, A&R	SSSP	07/01/19 – 06/30/20	\$18.10/hr.
Jeanne Lorenz	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$69.05/hr.
George Malasan	Custodian	General Fund	07/01/19 – 06/30/20	\$13.62/hr.
Mrityunjy Mazumdar	ASTC Instructional Assistant	Basic Skills	07/01/19 – 06/30/20	\$16.56/hr.
Sarah McKinnon	FYE Planning Comm	Student Equity	07/01/19 – 06/30/20	\$60.69/hr.
Daniel Mota	Summer Bridge Project Lead	Student Equity	07/01/19 – 06/30/20	\$25.00/hr.
Jocelyn Mouton	TAP Counselor / Coordinator	Student Equity	07/01/19 – 06/30/20	\$69.05/hr.
Shivon Mozzafar	Academic Success Specialist	Student Equity	07/01/19 – 06/30/20	\$16.56/hr.
Douglas Mungin	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$69.05/hr.
Patty Munoz	Student Services Assistant II, Financial Aid	SFAA-BFAP Administration Allowance	07/01/19 – 06/30/20	\$16.56/hr.
Lisa Neeley	ASTC Special Project	Student Equity	07/01/19 – 06/30/20	\$65.00/hr.
Samuel Nelson	Technology Specialist	General Fund	07/01/19 – 08/12/19	\$19.73/hr.
Hoi Nguyen	Custodian	General Fund	07/01/19 – 06/30/20	\$13.62/hr.
Jhanaly Ortega	Admin Assistant III	General Fund	07/01/19 – 06/30/20	\$18.10/hr.
Dalvin Payne	Custodian	General Fund	07/01/19 – 06/30/20	\$13.62/hr.
Nickolas Perrone	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$69.05/hr.
Vanessa Pimentel	Summer Volleyball Clinic	Agency Trust	07/01/19 – 08/07/19	\$16.66/hr.

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**Short-term/Temporary/Substitute**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Fund/Grant Name</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Carolyn Pleasant	Student Services Generalist	SSSP	07/01/19 – 06/30/20	\$18.10/hr.
Rachel Purdie	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$60.69/hr.
Chelsea Reid	Intermediate Interpreter	General Fund	07/01/19 – 06/30/20	\$16.00/hr.
Michael Reilly	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$56.58/hr.
Ruth Rich	Student Services Generalist, A&R	SSSP	07/01/19 – 06/30/20	\$18.10/hr.
Nigel Richardson	Student Services Generalist	SSSP	07/01/19 – 06/30/20	\$18.10/hr.
Sara Carolina Rico	Student Services Generalist, A&R	SSSP	07/01/19 – 06/30/20	\$18.10/hr.
Heather Ringo	FYE Planning Comm	Student Equity	07/01/19 – 06/30/20	\$50.53/hr.
Heather Ringo	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$50.53/hr.
Randy Robertson	FYE Planning Comm	Student Equity	07/01/19 – 06/30/20	\$69.05/hr.
Kristieen Rodriguez	Counseling	SSSP	07/01/19 – 06/30/20	\$58.59/hr.
Alfonso Salinas	Custodian	General Fund	07/01/19 – 06/30/20	\$13.62/hr.
David Schrupf	FYE Planning Comm	Student Equity	07/01/19 – 06/30/20	\$60.69/hr.
Kheck Sengmany	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$60.69/hr.
Rischa Slade	CCPLS Coordinator Stipend	General Fund	03/01/19 – 05/31/19	\$1,500.00
Dyan Smith	Early Learning Center Assistant	CSPP	07/01/19 – 06/30/20	\$25.43/hr.
Rosenya Sta. Maria	EOPS Registration Aide	General Fund	07/01/19 – 06/30/20	\$14.58/hr.
Skylar Takeda	Summer Volleyball Clinic	Agency Trust	07/01/19 – 08/07/19	\$16.66/hr.
Osati Tarbell Deocampo	Early Learning Center Assistant	CCTR	07/01/19 – 06/30/20	\$16.56/hr.
Lauren Taylor-Hill	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$60.69/hr.
Deraan Washington	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$50.53/hr.
Heather Watson- Perez	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$60.69/hr.
Heather Watson- Perez	FYE Planning Comm	Student Equity	07/01/19 – 06/30/20	\$60.69/hr.
Andrew Wesley	Assessment Coordinator	General Fund	07/01/19 – 06/30/20	\$69.05/hr.
Andrew Wesley	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$69.05/hr.
Larisa Wiggins	Teaching 4 Equity	Student Equity	07/01/19 – 06/30/20	\$71.72/hr.

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**Short-term/Temporary/Substitute**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Fund/Grant Name</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Sharlice Wright	Counseling	SSSP	07/01/19 – 06/30/20	\$58.59/hr.
Dmitry Yandulov	FYE Planning Comm	Student Equity	07/01/19 – 06/30/20	\$71.72/hr.
Roxana Zeedyk	EOPS Registration Aide	General Fund	07/07/19 – 06/30/20	\$15.88/hr.

**GRATUITOUS SERVICE**

<b><u>Name</u></b>	<b><u>School/Department</u></b>	<b><u>Effective</u></b>	<b><u>Assignment</u></b>
Sarah Cusick	Athletics	06/24/19 – 08/07/19	Summer Volleyball Clinic
Haley del Rio	Athletics	06/24/19 – 08/07/19	Summer Volleyball Clinic
Tiarra Fukada	Athletics	06/24/19 – 08/07/19	Summer Volleyball Clinic
Destiny Greenwood	Athletics	06/24/19 – 08/07/19	Summer Volleyball Clinic
Kailyn Kaiser	Athletics	06/24/19 – 08/07/19	Summer Volleyball Clinic
Geohdee Pagulayan	Athletics	06/24/19 – 08/07/19	Summer Volleyball Clinic
Kathy Pardini	Athletics	06/24/19 – 08/07/19	Summer Volleyball Clinic
Mia Pimentel	Athletics	06/24/19 – 08/07/19	Summer Volleyball Clinic
Serena Ramirez	Athletics	06/24/19 – 08/07/19	Summer Volleyball Clinic
Dustin Robinson	ASTC	07/01/19 – 06/30/20	Accounting and Economics Tutor
Allora Somontan	Athletics	06/24/19 – 08/07/19	Summer Volleyball Clinic

**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**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Deborah Garcia	Provide CTE transitions education to SCOE high school instructors and students. Training in CATEMA system.	July 1, 2019 – June 30, 2020	Not to exceed \$17,000.00
Indria Gillespie	Provide project coordination services for Project 7, 10, & 12 for the California Community Colleges Business and Entrepreneurship Sector under the Department of Defense Office of Economic Adjustment California Advanced Supply Chain Analysis and Diversification Effort Grant Project.	November 21, 2018 – November 30, 2019	Not to exceed \$13,000.00
Tanesha Gipson	Plan, coordinate, and direct the college’s local and regional Career and Technical Education Programs.	July 1, 2019 – December 31, 2019	Not to exceed \$40,000.00

**Robert V. Diamond**  
 Vice President, Finance & Administration  
 June 7, 2019  
**Date Submitted**

**Celia Esposito-Noy, Ed.D.**  
 Superintendent-President  
 June 19, 2019  
**Date Approved**

**Academic Affairs Cont'd**  
**David Williams, Vice President**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
NexusEdge Education, Inc.	Provide 30 students the opportunity to submit a business plan/lean canvas for review and feedback by TechStars through their partnership NexusEdge.	June 19, 2019 – June 30, 2020	Not to exceed \$7,500.00

**Finance and Administration**  
**Robert Diamond, Vice President**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Dorothea Mae Nicholson	Coordinate the foster Kinship Care Education program for Solano Community College.	July 1, 2019 – June 30, 2020	Not to exceed \$88,950.00
Tyffany Wanberg	Assist the Foster Kinship Care Education Program with clerical support, data entry and maintaining the website.	July 1, 2019 – June 30, 2020	Not to exceed \$39,000.00

**Human Resources**  
**Sal Abbate, Manager**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Mary T. Jones	Review of Human Resources business processes. Facilitation of collective bargaining. Development and presentation of training packages.	July 1, 2019 – June 30, 2020	Not to exceed \$125,000.00

**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:**

05/02/19	Vendor Payments	11093399-11093423	\$7,865.00
05/03/19	Vendor Payments	11093424-11093435	\$157,331.96
05/03/19	Vendor Payments	11093436	\$93.91
05/03/19	Vendor Payments	11093437-11093442	\$14,746.83
05/06/19	Vendor Payments	11093443	\$19,000.00
05/06/19	Vendor Payments	11093444-11093511	\$299,939.47
05/08/19	Vendor Payments	11093512-11093536	\$20,195.80

*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 &amp; 81656</i>	<i>Board Policy: 3240</i>	<i>Estimated Fiscal Impact: \$ 2,069,977.53</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**

June 7, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

June 19, 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:*

05/08/19	Vendor Payments	11093537-11093543	\$186,215.36
05/13/19	Vendor Payments	11093544-11093610	\$376,040.18
05/15/19	Vendor Payments	11093611-11093623	\$10,487.74
05/15/19	Vendor Payments	11093624-11093673	\$13,962.00
05/15/19	Vendor Payments	11093674-11093681	\$139,205.77
05/20/19	Vendor Payments	11093682-11093683	\$2,476.74
05/20/19	Vendor Payments	11093684-11093780	\$164,957.95
05/22/19	Vendor Payments	11093781-11093785	\$1,271.40
05/22/19	Vendor Payments	11093786	\$29,923.00
05/22/19	Vendor Payments	11093787-11093791	\$41,944.46
05/24/19	Vendor Payments	11093792-11093845	\$143,757.29
05/28/19	Vendor Payments	11093846-11093929	\$345,274.31
05/29/19	Vendor Payments	11093930-11093934	<u>\$95,288.36</u>
<b>TOTAL:</b>			<b>\$ 2,069,977.53</b>

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

**TO:** **Members of the Governing Board**

**SUBJECT:** **NOTICE OF COMPLETION 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 the Vacaville Center Intersection Improvements Project Notice of Completion. On April 19, 2017, the Board awarded Vaca Valley Excavating & Trucking, Inc. a contract for the Vacaville Center Intersection Improvements Project. The scope of work included demo of existing and installation of newly configured driveway, curb, gutter, median traffic signal lights, signs, pavement striping, detector loops, and signal controls.

The work on this project is complete, and at this time the District gives notice and certifies that:

- The project has been inspected and complies with the plans and specifications;
- The contractor has completed the work;
- The contract for the project is accepted and complete; and
- Upon Board approval a Notice of Completion will be filed with Solano County for the project.

**STUDENT SUCCESS IMPACT:**

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

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$0</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**  
Robert V. Diamond  
Vice President, Finance & Administration

**VICE PRESIDENT APPROVAL**  
  
June 19, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

June 19, 2019  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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 6/19/19
7. The Project Name is: Vacaville Center Intersection Improvements Project
8. DSA Number (if applicable): N/A
9. The contractor for such work of modernization is: Vaca Valley Excavating & Trucking, Inc.
10. The name of the contractor's Surety Co. is: InterWest Insurance Sevices LLC
11. The date of contract between the contractor and the above owner is: April 19, 2017
12. The street address of said property is: 2001 North Village Parkway, Vacaville, California 95688
13. APN #: N/A Work in public right of way
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: demo of existing and installation of newly configured driveway, curb, gutter, median traffic signal lights, signs, pavement striping, detector loops, and signal controls.

Date

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

Verification

I, undersigned, say:

I am Executive Bonds Manager Lucky Lofton

(“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 Fairfield , California.

(City or Town where signed)

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT RENEWAL WITH DANNIS WOLIVER  
KELLEY (DWK) FOR LEGAL SERVICES FOR FISCAL  
YEAR 2019-2020**

**REQUESTED ACTION:**

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

**SUMMARY:**

For the 2019-2020 fiscal year, rate ranges are \$265-\$360 per hour for Shareholders and Of Counsel; \$245-\$295 for Special Counsel; \$195-\$260 per hour for Associates; and \$130-\$180 per hour for Paralegals and Law Clerks.

Board approval is requested to renew the agreement with DWK for legal services for the fiscal year 2019-2020.

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

Celia Esposito-Noy, Ed.D.  
**PRESENTER’S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534  
**ADDRESS**

(707) 864-7299  
**TELEPHONE NUMBER**

**VICE PRESIDENT APPROVAL**

June 7, 2019  
**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

June 19, 2019  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

## **AGREEMENT FOR PROFESSIONAL SERVICES**

This Agreement is made and entered into on May 22, 2019, by and between the Solano Community College District, hereinafter referred to as District, and Dannis Woliver Kelley, a professional corporation, hereinafter referred to as Attorney.

In consideration of the promises and the mutual agreements hereinafter contained, District and Attorney agree as follows:

**SCOPE OF SERVICES.** District appoints Attorney to represent, advise, and counsel it from July 1, 2019, through and including June 30, 2020, and continuing thereafter as approved. Any services performed during the period between the above commencement date and the date of Board action approving this Agreement are hereby ratified by said Board approval. Attorney agrees to prepare periodic reviews of relevant court decisions, legislation, and other legal issues. Attorney agrees to keep current and in force at all times a policy covering incidents of legal malpractice.

**CLIENT DUTIES.** District shall be truthful with Attorney, cooperate with Attorney, keep Attorney informed of developments, perform the obligations it has agreed to perform under this Agreement and pay Attorney bills in a timely manner.

**FEES AND BILLING PRACTICES.** Except as hereinafter provided, District agrees to pay Attorney two hundred sixty-five dollars (\$265) to three hundred sixty dollars (\$360) per hour for Shareholders and Of Counsel; two hundred forty-five dollars (\$245) to two hundred ninety-five dollars (\$295) for Special Counsel; one hundred ninety-five dollars (\$195) to two hundred sixty dollars (\$260) per hour for Associates; and one hundred thirty dollars (\$130) to one hundred eighty dollars (\$180) per hour for Paralegals and Law Clerks. The rate for Gregory J. Dannis will be three hundred eighty dollars (\$380) per hour. Rates for individual attorneys may vary within the above ranges depending on the level of experience and qualifications and the nature of the legal services provided. Agreements for legal fees at other than the hourly rate set forth above may be made by mutual agreement for special projects, particular scopes of work, or for attorneys with specialized skills. The rates specified in this agreement are subject to change at any time by Attorney by written notice to Client and shall apply to all services rendered after such notice is given. Substantive communications advice (telephone, voice-mail, e-mail) is billed in a minimum increment of one-tenth (.1) of an hour, except for the first such advice in any business day, which is charged in a minimum of three-tenths (.3) of an hour. Actual travel time is charged at the rates above. In the course of travel it may be necessary for Attorney to work for and bill other clients while in transit. If, during the course of representation of District, an insurance or other entity assumes responsibility for payment of all or partial fees of Attorney on a particular case or matter, District shall remain responsible for the difference between fees paid by the other entity and Attorney's hourly rates as specified in this Agreement unless otherwise agreed by the parties.

**OTHER CHARGES.** District further agrees to reimburse Attorney for actual and necessary expenses and costs with respect to providing the above services, including support services such as copying charges (charged at \$0.10 per page), express postage (only charged if in excess of \$1.00), and computerized legal research (i.e. Westlaw). Any discount received on computerized legal research is passed along to Client by Attorney. District agrees that such actual and necessary expenses may vary according to special circumstances necessitated by request of District or emergency conditions which occasionally arise. Such expenses shall be provided at cost unless otherwise specified.

District further agrees to pay third parties, directly or indirectly through Attorney, for major costs and expenses including, but not limited to, costs of serving pleadings, filing fees

and other charges assessed by courts and other public agencies, arbitrators' fees, court reporters' fees, jury fees, witness fees, investigation expenses, consultants' fees, and expert witness fees. Upon mutual consent of District and Attorney, District may either advance or reimburse Attorney for such costs and expenses.

Occasionally Attorney may provide District officials and/or employees with food or meals at Attorney-sponsored trainings or when working with District officials and/or employees. Attorney may provide such food or meals without additional charge in exchange for the consideration provided by the District under this Agreement.

**BILLING STATEMENT.** Attorney shall send District a statement for fees and costs incurred every calendar month. Attorney's statements shall clearly state the basis thereof, including the amount, rate and basis for calculations or other methods of determination of Attorney's fees. Upon District office's request for additional statement information, Attorney shall provide a bill to District no later than ten (10) days following the request. District is entitled to make subsequent requests for bills at intervals of no less than thirty (30) days following the initial request. District shall pay Attorney's statements within thirty (30) days after each statement's date.

**INDEPENDENT CONTRACTOR.** It is expressly understood and agreed to by both parties that Attorney, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the District.

**CONFLICT OF INTEREST.** Because Attorney represents many school and community college districts, county offices of education, joint powers authorities, SELPAs and other entities, conflicts of interest may arise in the course of Attorney's representation. If Attorney becomes aware of any conflicts of interest, Attorney will comply with the legal and ethical requirements to fulfill its duties of loyalty and confidentiality to District. If District has any question about whether Attorney has a conflict of interest in its representation of District in any matter, it may contact Attorney or other legal counsel for clarification.

**TERMINATION OF CONTRACT.** District or Attorney may terminate this Agreement by giving reasonable written notice of termination to the other party.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement for Professional Services.

SOLANO COMMUNITY COLLEGE DISTRICT

\_\_\_\_\_  
Dr. Celia Esposito-Noy  
Superintendent/President

\_\_\_\_\_  
Date

DANNIS WOLIVER KELLEY

\_\_\_\_\_  
Mark W. Kelley  
Attorney at Law

\_\_\_\_\_  
Date

5/22/19

At its public meeting of \_\_\_\_\_, 2019, the Board approved this Agreement and authorized the Board President, Superintendent or Designee to execute this Agreement.

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

**TO: Members of the Governing Board**  
**SUBJECT: REVIEW OF EEO MULTI METHOD CERTIFICATION**

**REQUESTED ACTION:**

- Information    OR     Approval  
 Consent        OR     Non-Consent

**SUMMARY:**

The EEO Multi Method Certification is presented to the Governing Board for approval. The attached describes the various activities that the District is implementing to promote Equal Employment Opportunity for each of the 9 Multiple Methods for hiring and promotion at the Solano Community College District.

**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: 87107                      Board Policy: 4035                      Estimated Fiscal Impact: \$45,000*

**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**

June 19, 2019

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

June 8, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**



Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

**Fiscal Year 2018-2019**

**District Name:** \_\_\_\_\_

**Does the District meet Method #1 (District has EEO Advisory Committee, EEO Plan, and submitted Expenditure/Performance reports for prior year) (All mandatory for funding).**

- Yes
- No

**The district met at least 6 of the remaining 8 Multiple Methods? (Please mark your answers.)**

- Yes
  - Method 2 (Board policies and adopted resolutions)
  - Method 3 (Incentives for hard-to-hire areas/disciplines)
  - Method 4 (Focused outreach and publications)
  - Method 5 (Procedures for addressing diversity throughout hiring steps and levels)
  - Method 6 (Consistent and ongoing training for hiring committees)
  - Method 7 (Professional development focused on diversity)
  - Method 8 (Diversity incorporated into criteria for employee evaluation and tenure review)
  - Method 9 (Grow-Your-Own programs)
- No

**I CERTIFY THAT THIS REPORT FORM IS COMPLETE AND ACCURATE. Please attach meeting agenda showing district EEO Advisory Committee's certification of this report form.**

**Chair, Equal Employment Opportunity Advisory Committee**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Chief Human Resources Officer**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Chief Executive Officer (Chancellor or President/Superintendent)**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**President/Chair, District Board of Trustees**

**Date of governing board's approval/certification:** \_\_\_\_\_, 2019

Name: \_\_\_\_\_ Title: **President/Chair, Board of Trustees**  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

***Fiscal Year 2018-2019***

This form requires districts to report the various activities that they are implementing to promote Equal Employment Opportunity for each of the 9 Multiple Methods.

When providing explanation(s) and evidence of your district’s success in implementing the Multiple Methods, please keep narrative to no more than one page per Multiple Method. If you reference an attachment, please ensure it is attached to your submittal.

**Nine (9) Multiple Methods**

***Mandatory for Funding***

1. District’s EEO Advisory Committee, EEO Plan, and submittal of Expenditure/Performance reports for prior year.

***Pre-Hiring***

2. Board policies & adopted resolutions
3. Incentives for hard-to-hire areas/disciplines
4. Focused outreach and publications

***Hiring***

5. Procedures for addressing diversity throughout hiring steps and levels
6. Consistent and ongoing training for hiring committees

***Post-Hiring***

7. Professional development focused on diversity
8. Diversity incorporated into criteria for employee evaluation and tenure review
9. Grow-Your-Own programs

**Does District meet Multiple Method #1 (District has EEO Advisory Committee, EEO Plan, and submitted Expenditure/Performance reports for prior year)?**

- Yes**
- No**

Under the Multiple Method allocation model, districts must minimally have an operational district EEO Advisory Committee, and an updated EEO Plan. Additionally, districts are required to annually report on the use of EEO funds.

- In order to qualify for receipt of the EEO Fund, districts are required to submit a board-adopted EEO plan every three years to the Chancellor’s Office. (Title 5, section 53003).
- EEO Plans are considered active for three years from the date of when the district’s Board of Trustees approved the plan.
- The districts are required to establish an EEO Advisory Committee to assist in the development and implementation of the EEO Plan. (Title 5, section 53005).
- The districts are required to annually submit a report on the use of Equal Employment Opportunity funds. (Title 5, section 53034).





Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**  
*Fiscal Year 2018-2019*

Multiple Method #2

**Does the District meet Method #3 (Incentives for hard-to-hire areas/disciplines)?**

- Yes**
- No**

Please provide an explanation and evidence of meeting this Multiple Method, #3.

Multiple Method #3

**Does the District meet Method #4 (Focused outreach and publications)?**

- Yes**
- No**

Please provide an explanation and evidence of meeting this Multiple Method, #4.



Multiple Method #4

**Does the District meet Method #5 (Procedures for addressing diversity throughout hiring steps and levels)?**

- Yes**
- No**

Please provide an explanation and evidence of meeting this Multiple Method, #5.

Multiple Method #5

**Does the District meet Method #6 (Consistent and ongoing training for hiring committees)?**

- Yes**
- No**



Please provide an explanation and evidence of meeting this Multiple Method, #6.

Multiple Method #6

**Does the District meet Method #7 (Professional development focused on diversity)?**

**Yes**

**No**

Please provide an explanation and evidence of meeting this Multiple Method, #7.

Multiple Method #7



**Does the District meet Method #8 (Diversity incorporated into criteria for employee evaluation and tenure review)?**

- Yes**
- No**

Please provide an explanation and evidence of meeting this Multiple Method, #8.

Multiple Method #8

**Does the District meet Method #9 (Grow-Your-Own programs)?**

- Yes**
- No**

Please provide an explanation and evidence of meeting this Multiple Method, #9.



California  
Community  
Colleges

Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**  
*Fiscal Year 2018-2019*

Multiple Method #9

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: APPROVAL OF EXTENSION OF CATEGORICALLY FUNDED  
ONE-YEAR NURSING ASSIGNMENT

**REQUESTED ACTION:**

- Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

The School of Health Sciences requests that an extension be approved for the categorically funded one-year Nursing Instructor assignment effective June 20, 2019 through June 30, 2020. This position acts as a student success specialist in the college’s nursing program. The funding source is the California Community Colleges Chancellors Office Nursing Program Support Fund.

**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: 88009</i>	<i>Board Policy: 4010/4720</i>	<i>Estimated Fiscal Impact: \$79,000</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**

June 19, 2019

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

June 8, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: TENTATIVE DISTRICT GENERAL FUND BUDGETS AND  
 PROPOSED TIME AND PLACE FOR THE PUBLIC  
 HEARING AND ADOPTION OF THE OFFICIAL  
 DISTRICT BUDGETS FOR 2019-2020**

**REQUESTED ACTION:**

Information    OR     Approval  
 Consent        OR     Non-Consent

**SUMMARY:**

Robert V. Diamond, Vice President of Finance & Administration, will present for acceptance the District's Tentative 2019-2020 General Fund Budgets and the dates to establish the public hearing and formal adoption of the 2019-2020 budgets.

*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: (CCR) Title 5, Section 58301</i>	<i>Board Policy: 3000, 3005</i>	<i>Estimated Fiscal Impact:</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  
 Vice President, Finance & Administration

**VICE PRESIDENT APPROVAL**

June 7, 2019

**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

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

June 19, 2019

**DATE APPROVED BY  
 SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: TENTATIVE DISTRICT GENERAL FUND BUDGETS AND  
PROPOSED TIME AND PLACE FOR THE PUBLIC  
HEARING AND ADOPTION OF THE OFFICIAL  
DISTRICT BUDGETS FOR 2019-2020**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

The public hearing and the adoption of these official 2019-2020 budgets, in accordance with California Code of Regulations, Title 5, Section 58301, are tentatively scheduled for the Board meeting on Wednesday, September 4, 2019, in the Denis Honeychurch Board Room of the Solano Community College District, 4000 Suisun Valley Road, Fairfield, CA.

Copies of the District's 2019-2020 Tentative Budget were provided to the Board under separate cover. Copies are available from the Office of the Vice President of Finance & Administration, and online at: [http://www.solano.edu/finance\\_admin/](http://www.solano.edu/finance_admin/).

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

**TO:** **Members of the Governing Board**

**SUBJECT:** **CONTRACT AWARD TO PROEDUCATION SOLUTIONS, LLC (PROED) FOR FINANCIAL AID ELECTRONIC DOCUMENT SERVICES**

**REQUESTED ACTION:**

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

**SUMMARY:**

On April 17, 2019 the Board approved to contract with ProEducation Solutions, LLC (ProEd) for their ProVerify Software Solution. Additionally, the District would like to add the ProDoc system.

ProDoc is the electronic signature service powered by DocuSign. With ProDoc, students have the ability to complete and submit forms electronically from a smartphone or computer. Forms handle multiple signatures with ease and efficiency. Eliminates processing steps including document handling, scanning, linking, storing and shredding.

Board approval is requested. Total annual fees are \$3,000 for this additional service. A copy of the contract is attached.

**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> N/A	<i>Board Policy:</i> 3225	<i>Estimated Fiscal Impact:</i> \$3,000
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**SUPERINTENDENT'S RECOMMENDATION:**       **APPROVAL**       **DISAPPROVAL**  
 **NOT REQUIRED**       **TABLE**

Craig Yamamoto  
Director, Financial Aid

---

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

---

**ADDRESS**

(707) 863-7889

---

**TELEPHONE NUMBER**

Robert V. Diamond  
Vice President, Finance & Administration

---

**VICE PRESIDENT APPROVAL**

June 7, 2019

---

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

June 19, 2019

---

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

## PROEDUCATION SERVICES AGREEMENT

**THIS AGREEMENT** (this “Agreement”) is made effective as of the \_\_\_\_ day of June 2019 (the “Effective Date”), by and between ProEducation Solutions, LLC or “ProEd” (“Provider”) and Solano Community College (“Recipient”).

### ARTICLE 1: RECITALS

- 1.1 WHEREAS, Provider provides access to ProEd’s ProDoc system and related services to Recipient;
- 1.2 WHEREAS, The Parties agree that the recitals are true and correct and are hereby incorporated.
- 1.3 WHEREAS, The Parties also agree that any referenced exhibits, schedules, documents, or instruments are also hereby incorporated.
- 1.4 NOW, THEREFORE, for the mutual considerations set forth herein, the adequacy of which is hereby acknowledged, Recipient and Provider, intending to be legally bound, hereby agree as follows:

### ARTICLE 2: DEFINITIONS

- 2.1 “Effective Date” as used herein shall mean the later of the effective date of the agreement listed above or the date upon which the Agreement is executed by the parties.
- 2.2 “Term” as used herein shall mean the period during which this Agreement shall be effective.
- 2.3 “Provider” as used herein shall mean ProEducation Solutions, LLC or “ProEd”.
- 2.4 “Recipient” as used herein shall mean Solano Community College.
- 2.5 “Fee Schedule” as used herein shall mean the description of transaction fees that Provider shall invoice Recipient as more fully described and set forth as Exhibit A.
- 2.6 “Participation Agreement” as used herein shall mean the agreement between the Recipient and the Provider for ProEd’s ProDoc System.
- 2.7 “ProEd’s ProDoc system” as used herein shall mean the provision of access to ProEd consultants, web-based document management system software, forms, procedures and communication protocols as well as access to Recipient’s computer system via a VPN network access provided by the Recipient.
- 2.8 “Recipient” or “Recipients” as used herein shall mean the individuals that will ultimately be using the ProEd’s ProDoc system through the Recipients’ relationships with Recipient.
- 2.9 “Recipient Support Services” as used herein shall mean any and all services to be provided to the end Recipients of the ProEd’s ProDoc system, to include but not be limited to hardware and software trouble shooting, resolution of connectivity issues, and performance problem management.

### ARTICLE 3: PROGRAM

3.1 **PROED SERVICE:** The service consists of access to ProEd’s ProDoc System for the purpose of providing electronically completed and signed documents. This service is available to the Financial Aid Office, but can also be used at any Department at the University on an unlimited basis. The Recipient will have access to ProEd consultants, electronic document systems 24/7/365 days a year. ProEd will assist the Recipient in developing electronic forms, procedures and protocols and information collected and stored as a result of the Recipient’s use of the ProDoc electronic document management system, database or computing services authorized by the Provider. Services also include the use of Recipient’s computer systems via a VPN network access provided by the Recipient

to integrate the electronic documents into the Recipient's document imaging and student information systems. Use of these services is subject to this Agreement and any supplemental operating terms and conditions including copyright and confidentiality notices published in connection with individual services, options or facilities.

3.2 ACCESS TO NETWORK: Access to the ProEd network will be provided on a 24 hour/7 day week 365 day/year schedule made available to Recipient but may be limited at the discretion of ProEd for emergency repairs or as a result of circumstances beyond ProEd's control. Recipient will not use the ProEd service for any purpose prohibited by State or Federal law, rules and/or regulations.

3.3 EXCLUSIVITY OF AGREEMENT: Recipient agrees not to enter into an Agreement with any entity including without limitation, third party services for products or services similar in any material respect to those offered by ProEd for the term of this Agreement beginning on the effective date. Recipient is authorized by Provider to use ProEd's Verification Assistant System with as many Recipients as needed for the term of this agreement.

3.4 INTELLECTUAL PROPERTY: Each party shall retain all right, title, and interest in and to its own intellectual property, including, without limitation, any trademarks, patents, copyrights, and trade secrets. Except for the licenses granted herein, neither party shall acquire any interest in the other party's website(s), intellectual property, software, databases, application source code, application programming interface, or any other products, services or materials, or any copies or portions thereof, provided by such party pursuant to this Agreement. Both parties further agree that they will not attempt to reverse engineer any software, databases, applications, source code, or application programming interface. Both parties shall take all reasonable precautions to prevent disclosure of intellectual property to the public or to prevent the unauthorized use of such property.

3.5 RESPONSIBILITIES & EXPECTATIONS PERTAINING TO CONFIDENTIAL AND NON-PUBLIC INFORMATION: ProEducation Solutions will have access to Recipient's confidential information, including specific "non-public" information the safeguarding of which is governed, in part, by the provisions of the Family Education Rights and Privacy Act (FERPA) and the Financial Services Modernization Act of 1999 (Gramm-Leach-Bliley). This information includes financial information the College has obtained from a student or parent in the process of offering a financial product or service, or such information provided to the College by another entity, (e.g. the federal government) in the application for aid to students, receiving income tax information from a student or student's parent(s) when offering a financial aid package, and other miscellaneous financial services as defined in 12 CFR § 225.28. Financial information includes, but is not limited to: addresses, phone numbers, student ID or account numbers, income and credit histories and social security numbers, in both paper and electronic format and are representative of this type of information.

ProEducation Solutions agrees that such confidential information will be held in strict confidence and accessed only for the explicit business purpose of this contract. ProEducation Solutions guarantees that it will ensure compliance with the protective conditions outlined in the contract and that it will protect the confidential information it accesses according to commercially acceptable standards, with the same rigor than it protects its own customers' confidential information. ProEducation Solutions will return or destroy all confidential information it receives from the College upon completion of this contract.

ProEducation Solutions further acknowledges that any breach of the confidentiality obligations of this contract will be considered a material breach of contract at which time Recipient may immediately terminate this contract without penalty. Recipient reserves the right to audit ProEducation Solutions compliance with privacy safeguard requirements. The protective requirements of this contract, as outlined in this section, survive any termination agreement.

3.6 ENTIRE AGREEMENT: This Agreement and the exhibits, schedules, documents, and instruments referred to herein, embodies the entire Agreement and understanding of the parties in respect of the transactions contemplated by this Agreement. There are no restrictions, promises, representations, warranties, covenants or undertakings, other than those expressly set forth or referred to herein. This Agreement supersedes all prior Agreements and understandings between the parties with respect to such transactions.

**ARTICLE 4: TERM AND TERMINATION**

4.1 **TERM:** This Agreement will remain in effect for a period of one (1) year beginning on the effective date, and will automatically renew for up to three (3) additional years, unless terminated by one of the parties as described in this section.

4.2 **TERMINATION UPON BREACH:** In the event either party gives written notice to the other that such other party has substantially and materially breached the terms of this Agreement, and such breach has not been cured within 30 calendar days of giving such notice, the party giving such notice shall have the right to terminate this Agreement at anytime thereafter upon written notice of such termination to the other party.

4.3 **AMENDMENT:** No amendment to this Agreement shall be effective unless it is in writing, attached to, or made a part of this Agreement, and executed by a duly authorized representative of each party.

**ARTICLE 5: PERIODIC CHARGES**

5.1 **BILLING CYCLE:** Invoicing will commence on the effective date of this Agreement. Payment in full will be due on the effective date and will occur annually. This will extend through the full term of this Agreement.

5.2 **PAYMENT TERM:** All payments are due upon receipt from the date of invoice as identified on the invoice. Any payments received greater than 30 days from invoice date will be considered delinquent. A finance charge will be applied, and the Recipient will be held responsible for the additional charges.

5.3 **FINANCE CHARGES:** Finance charges will be applied to all delinquent accounts at a rate of 1½% per month or the maximum limit allowable by law on the unpaid balance, whichever is less, plus all costs of collection, including reasonable attorney's fees.

5.4 **DELINQUENT ACCOUNT:** ProEd reserves the right to suspend service to a delinquent account without notice. Accounts will not be reactivated until all past due transactions are cleared in full and the account reflects a current status.

**ARTICLE 6: OTHER PROVISIONS**

6.1 **LIMITATION OF WARRANTY:** RECIPIENT EXPRESSLY AGREES THAT USE OF THE SERVICE AND MATERIAL THEREIN AND STORAGE OF INFORMATION, WHICH APPEARS IN THE SERVICE, IS AT RECIPIENT'S SOLE RISK. NEITHER PROED NOR ANY OF ITS LICENSORS, SUPPLIERS, OR AGENTS WARRANTS THAT THE SERVICE WILL BE UNINTERRUPTED OR ERROR FREE; NOR IS ANY WARRANTY MADE AS TO THE RESULTS TO BE OBTAINED FROM USE OF THE SERVICE. THE SERVICE IS DISTRIBUTED ON AN "AS IS" BASIS WITHOUT WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED INCLUDING BUT NOT LIMITED TO WARRANTIES OF TITLE OR IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE.

6.2 **PROED LIABILITY:** ProEd exclusive liability for any claim of any kind relating to this Agreement or to the products and services provided hereunder shall not exceed the fees paid for use of the services and ProEd liability shall terminate if no action is commenced within one year after a cause of action has occurred. IN NO EVENT SHALL PROED BE LIABLE FOR SPECIAL, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION DAMAGES TO GOODS OR EQUIPMENT, LOST PROFITS, DOWNTIME COSTS, LABOR COSTS, OVERHEAD COSTS, CLAIMS OF RECIPIENTS OR CLIENTS OR RECIPIENT, OR DELIVERY OF DATA CONTAINING INACCURACIES OR OMISSIONS THAT WERE PRESENT WHEN THE DATA WAS RECEIVED BY PROED. Some states do not allow the limitation or exclusion of liability for incidental or consequential damages, so this limitation or exclusion will not apply in those circumstances.

6.3 THIRD PARTY SERVICER CERTIFICATIONS: As a third-party servicer, ProEd certifies that:

- (a) We agree to comply with all the statutory provisions of the Title IV Federal Student Aid Programs,
- (b) We are not subject to the terms of any termination, suspension or limitation in our ability to participate in any program under the Higher Education Act, including Title IV Federal Student Aid Programs,
- (c) We agree to refer to the Office of Inspector General of the Department of Education for investigation any information indicating fraud, abuse or criminal misconduct in connection with the Title IV Federal Student Aid Programs,

6.4 INSURANCE: ProEd shall maintain the following list of insurance coverage through companies licensed to do business in the United States as detailed in this Agreement throughout the term of the Agreement and for at least one year following the date of termination of this Agreement. ProEd, through its insurance agent, shall provide Recipient with copies of the appropriate certificates of insurance to certify appropriate insurance coverage.

- (a) Professional Liability for ProEd as a consultant with limits of \$5,000,000 per occurrence and \$5,000,000 in aggregate. Coverage must apply to ProEd and equally to all of its independent consultants.
- (b) Commercial General Liability insurance with minimum limits of \$5,000,000 per occurrence and \$5,000,000 in aggregate to include premises & operations, personal injury coverage, broad form contractual liability coverage and products liability coverage.
- (c) Cyber Liability Insurance with limits of \$5,000,000 per occurrence and \$5,000,000 in aggregate.

6.5 INDEPENDENT CONTRACTOR: Each party shall be regarded as an independent contractor for all purposes. This Agreement shall not make either party an Institution, employee, partner, or joint venturer of or with the other, and neither party shall bind or transact business in the other's name or make representations or commitments on the other's behalf without prior written approval.

6.6 CONFIDENTIALITY: Except to the extent required by law or court order, the parties agree to maintain strict confidentiality with regard to any and all information and data compiled, which comes into their possession as a result of this Agreement or any details pertaining to this Agreement. Notwithstanding the foregoing, each party shall have the right to disclose the relationship and general parameters of this Agreement.

6.7 SERVERABILITY: If any provision or portion of this Agreement shall become invalid or unenforceable for any reason, there shall be deemed to be made such minor changes in such provision or portion as are necessary to make it valid or enforceable. The invalidity or unenforceability of any provision or portion hereof shall not affect the validity or enforceability of the other provisions or portions hereof.

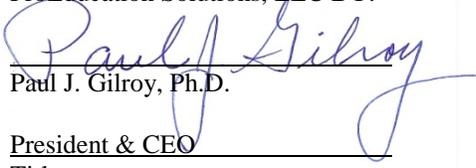
6.8 GOVERNING LAW: This Agreement is to be governed by and interpreted in accordance with the laws of the State of Florida.

6.9 REPRESENTATIONS: ProEd makes no representations as to the quality of the information relayed over the circuits or networks provided under this Agreement.

6.10 AUTHORITY: If Recipient is a corporation, partnership or other business entity, the individual agreeing to these terms has full authority and power to enter into this Agreement. No terms or conditions in any purchase order or other document shall supersede the terms of this Agreement.

PROEDUCATION SOLUTIONS SERVICE AGREEMENT  
SIGNATURE PAGE

ProEducation Solutions, LLC BY:

  
\_\_\_\_\_  
Paul J. Gilroy, Ph.D.

President & CEO

\_\_\_\_\_  
Title

6/3/2019

\_\_\_\_\_  
Date

65-1144423

\_\_\_\_\_  
EIN #

Solano Community College BY:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

## Schedule “A”: Pricing Schedule ProDoc Electronic Document Services

PROED SERVICE: The service consists of access to ProEd’s ProDoc System for the purpose of providing electronically completed and signed documents. This service is available to the Financial Aid Office, but can also be used at any Department at the University on an unlimited basis. The Recipient will have access to ProEd consultants, electronic document systems 24/7/365 days a year. ProEd will assist the Recipient in developing electronic forms, procedures and protocols and information collected and stored as a result of the Recipient’s use of the ProDoc electronic document management system, database or computing services authorized by the Provider. Services also include the use of Recipient’s computer systems via a VPN network access provided by the Recipient to integrate the electronic documents into the Recipient’s document imaging and student information systems. Use of these services is subject to this Agreement and any supplemental operating terms and conditions including copyright and confidentiality notices published in connection with individual services, options or facilities.

### Pricing Schedule

APPLICATION & SUPPORT	FREQUENCY	FEE
VOIP Software Application License Fee including: <ul style="list-style-type: none"> <li>○ Set-Up &amp; Implementation</li> <li>○ Training</li> <li>○ System Support &amp; Usage Reporting</li> <li>○ Help Desk &amp; Customer Service Support</li> <li>○ Ongoing Account Management Support</li> </ul>	One-time Set-Up & On-going Support Services	<del>\$3,000.00</del> <b>WAIVED</b>
<b>FEES</b>		
BASIC SERVICE	FREQUENCY	FEE
ProDoc Electronic Document Web Portal	Annually	<b>\$3,000</b>

\_\_\_\_\_  
Accounts Payable Contact Name

\_\_\_\_\_  
AP Phone Number

\_\_\_\_\_  
P.O. Number

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO SWINERTON MANAGEMENT  
 AND CONSULTING FOR CONSTRUCTION  
 MANAGEMENT SERVICES FOR THE  
 LIBRARY/LEARNING RESOURCE CENTER PROJECT  
 (BUILDING 100 REPLACEMENT)**

**REQUESTED ACTION:**

Information    OR     Approval  
 Consent        OR     Non-Consent

**SUMMARY:**

Board approval is requested for award of a contract to Swinerton Management and Consulting to provide construction management services for the Library/Learning Resource Center Project (Building 100 Replacement). The consultant's scope of work will be to provide construction management services to manage the construction contract and construction of the new Library/Learning Resource Center located on the Fairfield campus.

*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 infrastructure that supports classrooms or related College facilities

<i>Ed. Code: Board Policy: 3225; 3520 Estimated Fiscal Impact: \$1,652,799 State/Measure Q Funds</i>
--

**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**

June 19, 2019

**DATE SUBMITTED TO**

**SUPERINTENDENT-PRESIDENT**

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

June 19, 2019

**DATE APPROVED BY**

**SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO SWINERTON MANAGEMENT  
AND CONSULTING FOR CONSTRUCTION  
MANAGEMENT SERVICES FOR THE  
LIBRARY/LEARNING RESOURCE CENTER PROJECT  
(BUILDING 100 REPLACEMENT)**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

A Request for Qualifications and Proposals (RFQ/P) was solicited to firms in the Board approved pool of construction management firms. Statements of Qualifications and Proposals were received from all six firms in the pool, and were evaluated and ranked to identify the top three firms for interviews. After conducting interviews with each of the three firms, it was determined that Swinerton Management and Consulting provided the best value with a proposal in the amount of \$1,652,799.

The Board is asked to approve a contract award to Swinerton Management and Consulting in the amount of \$1,652,799.

Final award of contract will be pending State approval of construction funds, approval is anticipated in July of 2019.

The contract is available online at:

<http://www.solano.edu/measureq/2019/190619%20Contract%20Award%20to%20Swinerton%20Library%20Project%20BOT%20Item.pdf>

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO CSW|ST2 FOR PROPERTY  
 LEGAL DESCRIPTION/ TOPO SURVEY/ UTILITY  
 SURVEY FOR THE AERONAUTICS NUT TREE FACILITY  
 IMPROVEMENTS**

**REQUESTED ACTION:**

Information    OR     Approval  
 Consent        OR     Non-Consent

**SUMMARY:**

Board Approval is requested for contract award to CSW|ST2 for completion of a legal property description, topographic survey, and utility survey for the Aeronautics Nut Tree Facility Improvements Project.

Proposals were solicited from firms in the District's prequalified pool of Civil Engineering Firms. The District received a total of two (2) proposals.

*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: Renovate and provide new instructional space and equipment.

<i>Ed. Code:</i>	<i>Board Policy: 3225,3520</i>	<i>Estimated Fiscal Impact: \$14,894.00 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**

Robert V. Diamond  
 V.P. Finance and Administration

**VICE PRESIDENT APPROVAL**

June 19, 2019

**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

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

June 19, 2019

**DATE APPROVED BY  
 SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO CSW|ST2 FOR PROPERTY  
LEGAL DESCRIPTION/ TOPO SURVEY/ UTILITY  
SURVEY FOR THE AERONAUTICS NUT TREE FACILITY  
IMPROVEMENTS**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

It was determined that CSW|ST2 submitted the lowest responsible and responsive proposal. CSW|ST2 is recommended for award of a contract for the Aeronautics Nut Tree Facility Improvements project.

The Board is asked to approve a professional services contract to CSW|ST2, in the amount of \$14,894.

The Contract is available online at:

<http://www.solano.edu/measureq/2019/190619%20Contract%20Award%20CSW%20ST2%20for%20Aero%20Parking%20Lot%20BOT%20Agenda.pdf>

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: CONTRACT AWARD TO FIRST CARBON SOLUTIONS  
FOR BIOLOGICAL SURVEYS AND ARCHAEOLOGICAL  
MONITORING FOR LIBRARY/LEARNING RESOURCE  
CENTER PROJECT (BUILDING 100 REPLACEMENT)

**REQUESTED ACTION:**

Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

Board Approval is requested for contract award to First Carbon Solutions for addressing the Mitigation and Monitoring Reporting Program (MMRP) requirements for Biological Surveys and Archaeological Monitoring for the Library/Learning Resource Center Project.

First Carbon Solutions prepared the original Mitigation and Monitoring Reporting Program (MMRP) for the Library/ Learning Resource Center Project.

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: Renovate and provide new instructional space and equipment.

Ed. Code: Board Policy: 3225,3520 Estimated Fiscal Impact: \$89,400.00 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  
V.P. Finance and Administration

**VICE PRESIDENT APPROVAL**

June 19, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

June 19, 2019

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO FIRST CARBON SOLUTIONS  
FOR BIOLOGICAL SURVEYS AND ARCHAEOLOGICAL  
MONITORING FOR LIBRARY/LEARNING RESOURCE  
CENTER PROJECT (BUILDING 100 REPLACEMENT)**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

The Board is asked to approve a contract to First Carbon Solutions in the amount of \$89,400.

Final award of contract will be pending State approval of construction funds, approval is anticipated in July of 2019.

The Contract is available online at:

<http://www.solano.edu/measureq/2019/190619%20Contract%20%20Award%20First%20Carbon%20for%20LLRC%20BOT%20Agenda.pdf>

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

**TO: Members of the Governing Board**

**SUBJECT: FIVE YEAR CONSTRUCTION PLAN**

**REQUESTED ACTION:**

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

**SUMMARY:**

Board approval is requested for the 2021-25 Five Year Construction Plan. Each year the District is required to submit a Five Year Construction Plan to the California Community Colleges Chancellor’s Office. The Plan provides a list of current and proposed capital construction projects, including those supported by local funds like Measure Q and those supported with a combination of State and local funds. The Board is asked to approve the attached Five Year Construction Plan.

The report is available online at:

<http://www.solano.edu/measureq/2019/190619%20Five%20Year%20Construction%20Plan%20BOT%20Agenda.pdf>

**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: None</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**  
 Robert V. Diamond  
 Vice President, Finance and Administration

**VICE PRESIDENT APPROVAL**  
 June 19, 2019

**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

\_\_\_\_\_  
**Celia Esposito-Noy, Ed.D.**  
 Superintendent-President

\_\_\_\_\_  
 June 19, 2019  
**DATE APPROVED BY  
 SUPERINTENDENT-PRESIDENT**

*Solano Community College*  
*District*

2021-2025  
Five Year Construction Plan  
(2021-2022 First Funding Year)

July 1, 2019

2021-2025 FIVE YEAR CAPITAL OUTLAY PLAN  
(2021-2022 FIRST FUNDING YEAR)

**Solano Community College District**

Prepared in reference to the Community College Construction Act of 1980  
and  
approved on behalf of the local governing board for submission to  
the office of the Chancellor, California Community Colleges

Signed \_\_\_\_\_

Dr. Celia Esposito-Noy  
(Chief Executive Officer or their designee)

Title \_\_\_\_\_ Superintendent/President

Date \_\_\_\_\_ 4/19/2019

Contact Person \_\_\_\_\_ Lucky Lofton

Telephone \_\_\_\_\_ 707-863-7855

Date Received at  
Chancellor's Office:

\_\_\_\_\_

Chancellor's Office  
Reviewed by:

\_\_\_\_\_

Notice of Approval

**Solano Community College District 280**

List the address and acreage of every land unit owned by the district (Education Code 81821(e)). Please identify all locations, both on-campus and off-campus, grouped according to their "parent" institution. In the event the list is long or complicated, please substitute copies of college bulletins or other notices to the public which display similar information. The list should be current as of October the prior year.

Address	Acres
<b>Automotive Technology Center</b> 1687 North Ascot Parkway Vallejo, CA 94591	1
<b>Belvedere</b> 1400 Sonata Drive Vallejo, CA 94591	6.28
<b>Nut Tree Aeronautics Facility</b> 251 County Airport Rd Vacaville, CA 94688	0
<b>Solano Community College</b> 4000 Suisun Valley Rd Fairfield, CA 94534-4017	192
<b>Vacaville Annex</b> 2000 North Village Parkway Vacaville, CA 95688-8805	0
<b>Vacaville Center</b> 2001 North Village Parkway Vacaville CA 95688	60
<b>Vallejo Center</b> 545 Columbus Parkway Vallejo,CA 94591-3873	10
<b>Vallejo Center at Turner and Ascot</b> 1687 North Ascot Parkway Vallejo, CA 94591	9.26
<b>Total Acreage:</b>	<b>278.54</b>

**Legislative Districts**

Campus	Assembly	Senate	House
Solano College	11	3	3
Vacaville Center	11	3	3
Vallejo Center	14	3	5

Description	Acre	Street Address	City, State, Zip	Type
Belvedere	6.28	1400 Sonata Drive	Vallejo, CA 94591	L
Buckingham Charter Magnet School	0.00	188-B Bella Vista Rd	Vacaville, CA 95687	I
California Medical Facility (CMF)	0.00	1600 California Drive	Vacaville, CA 95696	I
California State Prison-Solano (CSPS)	0.00	2100 Peabody Road	Vacaville, CA 95696	I
Mare Island Institute of Technology	0.00	2 Positive Place	Vallejo, CA 94589	I
Nut Tree Aeronautics Facility	0.00	251 County Airport Rd	Vacaville, CA 94688	LI
Nut Tree Aeronautics Parcel	5.97	1691 E. Monte Vista Ave	Vacaville, CA 94688	L
Solano Community College	190.11	4000 Suisun Valley Rd	Fairfield, CA 94534-4017	LI
Travis Air Force Base Education Office	0.00	530 Hickam Ave.	Fairfield CA 94535	I
Vacaville Annex	4.32	2000 North Village Parkway	Vacaville, CA 95688-8805	LI
Vacaville Center	60.00	2001 North Village Parkway	Vacaville CA 95688	LI
Vallejo Center	9.82	545 Columbus Parkway	Vallejo, CA 94591-3873	LI
Vallejo Center at Turner and Ascot	9.26	1687 North Ascot Parkway	Vallejo, CA 94591	LI
Winters High School	0.00	101 Grant Ave.	Winters, CA 95694	I



**District Projects Priority Order (2019 - 2025)**

**Solano Community College District 280**

No. Project			Schedule of Funds							
Campus	Source	Total Cost	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	
<b>1 Theater Building 1200 Renovation</b>										
Solano College										
Occupancy: 2017-18	STATE:	\$13,760,000								
Net ASF: 0	DISTRICT:	\$2,624,000								
<b>2 Library Building 100 Replacement</b>										
Solano College										
			Phases C, E							
Occupancy: 2021-22	STATE:	\$20,148,000	\$17,396,000							
Net ASF: -6,691	DISTRICT:	\$19,591,000	\$19,591,000							
<b>3 Building 1000, Phase II</b>										
Solano College										
			Phases P, W		Phases C, E					
Occupancy: 2023-24	STATE:	\$0		\$0	\$0					
Net ASF: 0	DISTRICT:	\$688,000		\$68,000	\$620,000					
<b>4 Performing Arts - Phase II Addition</b>										
Solano College										
					Phases P, W		Phase C	Phase E		
Occupancy: 2025-26	STATE:	\$0			\$0	\$0	\$0	\$0		
Net ASF: 13,400	DISTRICT:	\$13,667,000			\$2,197,000	\$10,570,000	\$900,000			
<b>5 Aeronatics/Workforce Development Center</b>										
Vacaville Center										
									Phase W	
Occupancy: 2027-28	STATE:	\$0						\$0		
Net ASF: 5,474	DISTRICT:	\$15,000,000						\$1,830,000		
<b>6 Student Success Center/LRC</b>										
Vacaville Center										
					Phase P		Phase W			
Occupancy: 2029-30	STATE:	\$0			\$0	\$0	\$0	\$0		
Net ASF: 18,430	DISTRICT:	\$15,500,000				\$900,000	\$1,600,000			
<b>7 Fire Training Program</b>										
Vacaville Center										
									Phase P	
Occupancy: 2029-30	STATE:	\$0						\$0		
Net ASF: 7,160	DISTRICT:	\$6,250,000						\$300,000		
<b>8 Building 1600 - Career Technology Building Renovation</b>										
Solano College										
Occupancy: 2033-34	STATE:	\$0								
Net ASF: 0	DISTRICT:	\$3,000,000								
<b>9 Bldg. 300 Renovation for Reuse</b>										
Solano College										
Occupancy: 2033-34	STATE:	\$0								
Net ASF: 17,808	DISTRICT:	\$8,000,000								
<b>10 Student Success Center/LRC</b>										
Vallejo Center										
Occupancy: 2033-34	STATE:	\$0								
Net ASF: 27,450	DISTRICT:	\$22,000,000								
<b>11 Career Technology Building</b>										
Vallejo Center										
Occupancy: 2033-34	STATE:	\$0								
Net ASF: 21,840	DISTRICT:	\$19,800,000								
<b>GRAND TOTALS</b>			<b>Total Cost</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>
STATE:		\$33,908,000	\$17,396,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DISTRICT:		\$126,120,000	\$19,591,000	\$68,000	\$620,000	\$2,197,000	\$11,470,000	\$4,330,000	\$300,000	



SOLANO COMMUNITY COLLEGE

REQUEST FOR APPROVAL OF  
CURRICULUM COMMITTEE CURRICULUM ACTIVITIES

During the Spring 2019 semester in the month of May, 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**

PHOT 071 Digital Imaging 1 – change prerequisite to reflect change in course number from PHOT 070 to PHOT 029.
Update requisites for AB705/Multiple Measures: CHEM 010 Intermediate Chemistry CHEM 012 Chemistry for the Health Sciences CHEM 020 Elements of Chemistry CHEM 160 Introductory Chemistry ECON 001 Principles of Economics (Macroeconomics) ECON 001 Principles of Economics (Microeconomics)
Removal of Course Advisory: SCC minimum English and/or Math standards from courses where Advisory was met in prerequisite

**ACTION ITEM**

None
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**NEW COURSE**

<b>Course</b>
ATEC 151 Automotive Parts and Service
ATEC 150 Automotive Data Acquisition
IT 181 Introduction to Drones
IT 182 Basic Drone Operations
IT 183 Drone Photography and Video
IT 184 Remote Pilot Exam Prep

**COURSE MODIFICATION**

<b>Course</b>	<b>Modification</b>
ARTD 044 Introduction to Digital Design	Articulation Information, SLOs,
ENGL 024 Introduction to the Short Story	Articulation Information, DE, Methods of Instruction
IT 175 Maker Space Technology Lab	SLOs, Requisites

**COURSE INACTIVATION**

<b>Course</b>
None

**CURRICULUM REVIEW**

<b>Course</b>	
None	

**NEW PROGRAM**

<b>Program</b>
Motion Graphic Editor – Job-Direct Certificate
Digital and Print Designer – Job-Direct Certificate

**PROGRAM MODIFICATION**

<b>Program</b>	<b>Modification</b>
Web Design and Development A.S.	Title, Courses, Description, Emphasis

**PROGRAM INACTIVATION**

<b>Program</b>
Medical Office and Coding Specialist – Certificate of Achievement
Medical Office and Coding Specialist – A.S.

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

**TO:** **Members of the Governing Board**

**SUBJECT:** **SOLANO COMMUNITY COLLEGE STUDENT EQUITY  
PLAN 2019-2022**

**REQUESTED ACTION:**

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

**SUMMARY:**

Board approval is requested for the Solano Community College Student Equity Plan 2019-2022. The Student Equity Plan is due to the California Community College Chancellor’s office every three years. The five metrics used to measure student success are Access, Retention Fall to Spring, Math and English completion, Transfer and Attainment of the Vision for Success Goals. Highlighted in this plan are disproportionately impacted populations and activities designed to close student equity gaps in a three year period.

**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: \$1,060,000.00</i>
------------------	----------------------	--

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

Gregory S. Brown  
Vice President, Student Services

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**VICE PRESIDENT APPROVAL**

June 7, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

June 19, 2019  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

Solano Community College  
Student Equity Plan  
2019-2022

**DRAFT**



## Introduction (Rough)

### Student Equity Plan Introduction

The 2019-2022 Student Equity Plan demonstrates our commitment to support our students by building infrastructures that are developed with equity intentionality and a sense of urgency. The Student Equity and Success Committee members have taken on the charge of exploring, developing and advocating for an equity framework that will guide our procedures and everyday practices. We understand the importance of approaching student success from a philosophical and operational shift towards an equity imperative, also known as the lens from which we view and develop solutions to our practice and service delivery. Although an equity framework is not yet in place, various constituencies involved in integrated planning across the college have committed to student equity as a fundamental necessity, as observed by embedding equity within Guided Pathways and the Strategic Plan.

The activities listed in this plan have all been reviewed and revised with race, socio-economic, and gender/sexual identity equity in mind. Solano Community College recognizes our practices and structures impact our students, at times negatively, impacting their ability to succeed. We are stepping up to the challenge and developing our practices to be ambitious, striving to achieve full equity within three years at Solano Community College- a goal higher than what was noted in the Chancellor's Vision for Success.

As we continue to grow, as individuals and as a community, we will continually revisit and modify our plans, methods, and assumptions to remove barriers and integrate equitized processes that will increase student success and completion.

**Table 1A. Goals and Activities for Overall Student**

Table 1A. Goals and Activities for Overall Student		
Metric	Baseline	Goal Year 2019-2021
Enrolled in the Same Community College	14508	Maintain enrolled students within 5% of the baseline number
<b>Activities that support the goal</b>		
Enrolled 1.	Develop the college orientation process to address the barriers that impact minoritized communities.	
Enrolled 2.	Implementation of Pathways for Academic and Career Excellence (P.A.C.E.) to provide career-oriented exploration of SCC programs through metamajors. (GP)	
Enrolled 3.	Design of new student portal guide students to potential programs of study using the metamajors identified in Pathways for Academic and Career Excellence (P.A.C.E.). (GP)	
Enrolled 4.	Utilize My Path to engage minoritized student groups to culturally relative and responsive social pathways such as Puente, Umoja, EOPS, and M.E.N.	
Enrolled 5.	Strategically conduct outreach to high schools that have a high representation of underrepresented underserved communities.	
Enrolled 6.	Develop First Year Experience activities that that are embedded with culturally relevant, culturally responsive and race-consciousness.	
Enrolled 7.	Feature social justice art, pictures of ethnic and cultural communities, produce videos, develop website, and other visuals that reflect the contributions of historically minoritized communities.	
Enrolled 8.	Conduct more targeted community outreach by historical equity programs and others to the enrollment of minoritized communities.	
Enrolled 9.	Survey and facilitate focus groups of minoritized communities on reasons why students have not enrolled	

**GOALS AND ACTIVITIES FOR OVERALL STUDENT POPULATION**

The 2019-2022 plan template requires colleges to provide baseline data for the overall student population for each student equity plan metric, three-year goals, and a listing of activities that support goal attainment. Table 1A-E provides the baselines derived from Student Success Metrics, the goals for overall student population, and planned Guided Pathways activities that support the goals.

\*Baseline figures shown are your actual student counts in each category.

**Table A2. Goals and Activities for Overall Student**

Metric	Baseline	Goal 2019-2022
Completed Both Transfer-Level Math and English Within the District in the First Year	192	SOLANO COLLEGE will increase the percentage of students who complete transfer math and English in the first year from 10.7% in 2017-2018 to 14.4% in 2021-22, an increase of 35%

**Activities that support the goal**

- Math & English 1. Create culturally responsive academic and social support pathways to engage minoritized students to campus resources such as the Math lab, ASTC, and calculator lending program and other resources that increase successful completion. (GP)
- Math & English 2. Continue development of program maps for all programs to align required math courses with the student’s field of study. (GP)
- Math & English 3. Explore expansion of FYE program to allow for math options with the corequisite. (GP)
- Math & English 4. Examine the success of the course English 360, a pre-baccalaureate course in English composition for positive/negative impacts on equity gaps in providing special support for academically underprepared students to succeed in gateway English courses. (GP)
- Math & English 5. Solicit information from minoritized students to gain insight on their challenges with Math and English.
- Math & English 6. Focusing on effective domain/self-efficacy
- Math & English 7. Unifying TA development to support students’ success.
- Math & English 8. Considerations:
  - a. What are the numbers in terms of completion
  - b. What are the disaggregated totals
  - c. Attempts of local data
- Math & English 9. Best practice/Quality Assurance
  - a. Sharing best practices amongst faculty
  - b. Comparing notes about perceived student challenges
  - c. Discussion about racial disparity in terms of success
  - d. Language barriers for 1<sup>st</sup> generation students (students with a different 1<sup>st</sup> language)

**Table A3. Goals and Activities for Overall Student**

Metric	Baseline	Goal Year I	Goals Year II	Goals Year III
Attained the Vision Goal Completion Definition	709	789	828	847
<b>Activities that support the goal</b>				
Attained the Vision1.	Feature social justice art, pictures of ethnic and cultural communities, produce videos, develop website, and other visuals that highlight the completion of certificate, associate, and bachelor degree attainment of historically minoritized communities.			
Attained the Vision2.	Schedule periodic counselor classroom presentations on degree completion incorporating information that specifically targets underrepresented student populations.			
Attained the Vision3.	Survey and facilitate focus groups of minoritized communities on reasons why students do not apply for degree petition.			
Attained the Vision4.	Determine how to address equity gaps identified in outcomes assessment and program review to inform program change, professional development, and other intentional campus efforts, in cooperation with the Academic Senate. (GP)			
Attained the Vision5.	Develop strategies for how to better engage/teach all students in active and applied learning, encouraging them to think critically, solve meaningful problems, and work and communicate effectively with others, in cooperation with the Academic Senate. (GP)			
Attained the Vision6.	Explore how to provide ample opportunities for all students to engage in experiential learning in all programs/areas of study, in cooperation with the Academic Senate. (GP)			
Attained the Vision7.	Conduct workshops to target historical equity programs and/or learning communities (Puente, TAP, Umoja, EOPS)			
Attained the Vision8.	Marketing campaign to educate students about petitioning for certificate/degree/transfer.			
Attained the Vision9.	Invite alumni from minoritized communities to speak of their journey of degree attainment and career success.			

**Table A4. Goals and Activities for Overall Student**

Metric	Baseline	Goal 2019-2022
Retained from Fall to Spring at the Same College	5947	Achieve 75% overall fall to spring retention for all students
<b>Activities that support the goal</b>		
Retention 1.	Follow up services with academic success specialists and peer mentors that are trained in equity, social and educational justice.	
Retention 2.	Create standardized systems to build capacity to conduct early alert notifications to minoritized communities as a follow up preventative engagement tool.	
Retention 3.	Create culturally responsive academic pathways to engage minoritized students to campus resources such as the Math lab, ASTC, financial aid, online resources, student employment and other resources that increase retention and persistence.	
Retention 4.	Create Social pathways to deliberately and intentionally engage minoritized students to campus activities, celebrations, and student clubs that are ethnically and historically responsive to their experience.	
Retention 5.	Develop a survey tool and facilitate focus groups to gain insight on reasons students do not persist.	
Retention 6.	Create a mechanism for students to provide insight after withdrawing from course.	
Retention 7.	Development of course sequence/program maps for all programs, including the development of course sequence/program maps to serve unique needs of CTE programs and stackable certificates. (GP)	
Retention 8.	Finalize and publicize the AA in General Science and suggested course sequence to provide pre-Nursing students additional viable career paths should they be unlikely to be accepted into Nursing, a limited-access program. (GP)	
Retention 9.	Explore how best to compliment discipline-specific program maps in schedule planning. (GP)	
Retention 10.	Continue development of Degree Works implementation to be student facing.	
Retention 11.	Utilize technology to push out welcoming messages prior to semester start dates.	
Retention 12.	Identify software or create mechanisms to connect students with resources to increase engagement and success.	

**Table A5. Goals and Activities for Overall Student**

Metric	Baseline	Goal 2019-2022
Transferred to a Four-Year Institution	975	Solano Community College will increase the number of transfers to UC/CSU from 590 in 2015-2016 to 797 in 2021-22, an increase of 35 percent
<b>Activities that support the goal</b>		
Transfer 1.	Increase transfer activities that are responsive to the goals set in the Student Equity Plan with the specific focus the transfer of minoritized communities.	

Transfer 2.	Survey students and/or facilitate focus groups to develop insight and address the barriers to transfer for transfer ready minoritized communities.
Transfer 3.	Create opportunities within the learning environment to incorporate the discussion of transfer and the 4-year college experience (i.e., where did professor attend, what backgrounds are needed for a specific career field, etc.)
Transfer 4.	Engage in activities to promote awareness and increase exposure and options to transfer especially for minoritized communities.

## Methodology

Solano Community College uses (3) different measure to determine who are disproportionately impacted in the following metrics: Access, Retention, Transfer, Math and English, and the Vision Goal.

- The 80% (80%) rule index helps answer the question, “Do any subgroups achieve a particular educational outcome less than 80% of the time that the highest achieving subgroup successfully attains that outcome?”
- The proportionality index (PI) addresses the question, “If a subgroup of students represents 45% of the student body, does that subgroup also represent at least 45% of the students who achieve a specific educational outcome?” The calculation used to measure the PI can be described as follows:  
Proportionality index = proportion in outcome group ÷ proportion in cohort.
- (PPGAP)The percentage point gap approach to determining DI measures the difference in percentage points between a given demographic group’s educational outcomes and the overall average (or mean) for those outcomes across all demographic groups. The larger the difference between these two figures, the more likely that such a difference is reflective of disproportionate impact.

<https://visionresourcecenter.cccco.edu/sites/default/files/wp-content/uploads/2017/01/ASK-DD-DisproportionateImpact-GSosa-Revised-1707-Remediated.pdf>

Disproportionately Impacted (DI) Student Groups

The below groups have been identified as disproportionately impacted according to the PPGAP, 80%, and PI methodologies. Student populations falling into multiple DI categories (Access, Retention, Transfer, Math & English, Vision Goal) are considered a higher priority for the college. Foster youth have been impacted across all five metric areas, Black male and Black females are considered disproportionately impacted among four metrics.

DI Group Summary by Demographics Categories								
DI Subgroup	Disagg	Gender	Access	Retention	Transfer	Math&ENGL	Vision Goal	DI Count
<b>Disabled</b>	<b>Disabled</b>	<b>Female</b>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<b>3</b>
Disabled	Disabled	Male			<input checked="" type="checkbox"/>			1
Disabled	Not Disabled	Female	<input checked="" type="checkbox"/>					1
Disabled	Not Disabled	Male					<input checked="" type="checkbox"/>	1
<b>Economically Disadvantaged</b>	<b>Economically Disadvantaged</b>	<b>Male</b>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<b>2</b>
Economically Disadvantaged	Not Economically Disadvantaged	Female		<input checked="" type="checkbox"/>				1
Economically Disadvantaged	Not Economically Disadvantaged	Male					<input checked="" type="checkbox"/>	1
Ethnicity	American Indian / Alaskan Native	Female	<input checked="" type="checkbox"/>					1
Ethnicity	American Indian/Alaska Native	Female			<input checked="" type="checkbox"/>			1
<b>Ethnicity</b>	<b>American Indian/Alaska Native</b>	<b>Male</b>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>3</b>
Ethnicity	Asian	Female	<input checked="" type="checkbox"/>					1
Ethnicity	Asian	Male	<input checked="" type="checkbox"/>					1
<b>Ethnicity</b>	<b>Black or African American</b>	<b>Female</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>4</b>
<b>Ethnicity</b>	<b>Black or African American</b>	<b>Male</b>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>4</b>
Ethnicity	Hispanic	Male			<input checked="" type="checkbox"/>			1
<b>Ethnicity</b>	<b>Native Hawaiian or Other Pacific Islander</b>	<b>Female</b>			<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<b>2</b>
<b>Ethnicity</b>	<b>Native Hawaiian or Other Pacific Islander</b>	<b>Male</b>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<b>2</b>
Ethnicity	Pacific Islander	Female	<input checked="" type="checkbox"/>					1
Ethnicity	Two or More Races	Male			<input checked="" type="checkbox"/>			1
<b>Ethnicity</b>	<b>Unknown/ Not Reported</b>	<b>Female</b>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>		<b>2</b>
<b>Ethnicity</b>	<b>Unknown/ Not Reported</b>	<b>Male</b>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<b>3</b>
Ethnicity	White	Female	<input checked="" type="checkbox"/>					1
<b>First Generation</b>	<b>First Generation</b>	<b>Male</b>				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>2</b>
<b>Foster Youth</b>	<b>Foster Youth</b>	<b>Female</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<b>3</b>
<b>Foster Youth</b>	<b>Foster Youth</b>	<b>Male</b>	<input checked="" type="checkbox"/>	<b>5</b>				
Foster Youth	Not Foster Youth	Female	<input checked="" type="checkbox"/>					1
Foster Youth	Not Foster Youth	Male					<input checked="" type="checkbox"/>	1
<b>LGBT</b>	<b>LGBT</b>	<b>Male</b>		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<b>2</b>
LGBT	Not LGBT	Female	<input checked="" type="checkbox"/>					1
LGBT	Not LGBT	Male					<input checked="" type="checkbox"/>	1
Veteran	Not Veteran	Female	<input checked="" type="checkbox"/>					1
Veteran	Not Veteran	Male					<input checked="" type="checkbox"/>	1

Table B

In the sections below, the Baseline figures shown are your actual student counts in each category. The Minimum Equity number indicates the student count that would bring the college within 2% of closing the equity gap. The Full Equity number indicates the student count that would eliminate the equity gap. The Goal you enter will be your targeted student counts.

Table C . Goals and General Activities for DI Student Populations									
Demographic	Gender	Metric	Baseline	Minimum Equity	Full Equity	Goal			Action
Disabled	Female	Transferred to a Four-Year Institution	33	37	46	Year 1 36	Year 2 42	Year 3 46	Transfer 1-4
Disabled	Male	Transferred to a Four-Year Institution	14	23	28	Year 1 17	Year 2 24	Year 3 28	Transfer 1-4
Economically Disadvantaged	Male	Transferred to a Four-Year Institution	213	224	276	Year 1 228	Year 2 260	Year 3 276	Transfer 1-4
Native Hawaiian or other Pacific Islander	Female	Transferred to a Four-Year Institution	2	3	4	Year 1 2	Year 2 3	Year 3 4	Transfer 1-4
American Indian or Alaska Native	Female	Transferred to a Four-Year Institution	2	1	2	Year 1 0	Year 2 1	Year 3 2	Transfer 1-4
Hispanic or Latino	Male	Transferred to a Four-Year Institution	80	87	108	Year 1 87	Year 2 101	Year 3 108	Transfer 1-4
Black or African American	Male	Transferred to a Four-Year Institution	26	40	49	Year 1 31	Year 2 43	Year 3 49	Transfer 1-4
More than one race	Male	Transferred to a Four-Year Institution	23	26	32	Year 1 25	Year 2 29	Year 3 32	Transfer 1-4
Native Hawaiian or other Pacific Islander	Male	Transferred to a Four-Year Institution	3	3	4	Year 1 3	Year 2 3	Year 3 4	Transfer 1-4
American Indian or Alaska Native	Male	Transferred to a Four-Year Institution	23	0	1	Year 1 0	Year 2 0	Year 3 1	Transfer 1-4
Foster Youth	Male		6	7	9	Year 1	Year 2	Year 3	Transfer 1-4

**Table C . Goals and General Activities for DI Student Populations**

Demographic	Gender	Metric	Baseline	Minimum Equity	Full Equity	Goal			Action
		Transferred to a Four-Year Institution				6	8	9	
Formerly Incarcerated	Male/Female	Transferred to a Four-Year Institution	N/A	N/A	N/A	Year 1 TBD	Year 2 TBD	Year 3 TBD	Transfer 1-4
Homeless	Male/Female	Transferred to a Four-Year Institution	N/A	N/A	N/A	Year 1 TBD	Year 2 TBD	Year 3 TBD	Transfer 1-4
Undocumented	Male/Female	Transferred to a Four-Year Institution	N/A	N/A	N/A	Year 1 TBD	Year 2 TBD	Year 3 TBD	Transfer 1-4
Disabled	Female	Enrolled in the Same Community College	378	405	425	Year 1 389	Year 2 413	Year 3 425	Enrolled 1-9
White	Female	Enrolled in the Same Community College	2177	2215	2324	Year 1 2213	Year 2 2287	Year 3 2324	Enrolled 1-9
Black or African American	Female	Enrolled in the Same Community College	1561	1677	1759	Year 1 1610	Year 2 1709	Year 3 1759	Enrolled 1-9
Asian	Female	Enrolled in the Same Community College	726	740	777	Year 1 738	Year 2 764	Year 3 777	Enrolled 1-9
Native Hawaiian or other Pacific Islander	Female	Enrolled in the Same Community College	96	122	128	Year 1 104	Year 2 120	Year 3 128	Enrolled 1-9
American Indian or Alaska Native	Female	Enrolled in the Same Community College	92	105	111	Year 1 96	Year 2 106	Year 3 111	Enrolled 1-9
Some other race	Female	Enrolled in the Same Community College	45	60	63	Year 1 49	Year 2 58	Year 3 63	Enrolled 1-9
Asian	Male		524	602	631	Year 1	Year 2	Year 3	Enrolled 1-9

**Table C . Goals and General Activities for DI Student Populations**

Demographic	Gender	Metric	Baseline	Minimum Equity	Full Equity	Goal			Action
		Enrolled in the Same Community College				550	604	631	
Some other race	Male	Enrolled in the Same Community College	30	42	44	Year 1	Year 2	Year 3	Enrolled 1-9
						33	40	44	
Foster Youth	Female	Enrolled in the Same Community College	190	226	237	Year 1	Year 2	Year 3	Enrolled 1-9
						201	225	237	
Foster Youth	Male	Enrolled in the Same Community College	105	216	227	Year 1	Year 2	Year 3	Enrolled 1-9
						135	196	227	
Formerly Incarcerated	Male/Female	Enrolled in the Same Community College	N/A	N/A	N/A	Year 1	Year 2	Year 3	Enrolled 1-9
						TBD	TBD	TBD	
Homeless	Male/Female	Enrolled in the Same Community College	N/A	N/A	N/A	Year 1	Year 2	Year 3	Enrolled 1-9
						TBD	TBD	TBD	
Undocumented	Male/Female	Enrolled in the Same Community College	N/A	N/A	N/A	Year 1	Year 2	Year 3	Enrolled 1-9
						TBD	TBD	TBD	
Not Economically Disadvantaged	Female	Retained from Fall to Spring at the Same College	772	788	813	Year 1 782	Year 2 802	Year 3 813	Retention 1-12
Black or African American	Female	Retained from Fall to Spring at the Same College	397	421	434	Year 1 406	Year 2 424	Year 3 434	Retention 1-12
Black or African American	Male	Retained from Fall to Spring at the Same College	285	347	358	Year 1 303	Year 2 339	Year 3 358	Retention 1-12
Foster Youth	Female	Retained from Fall to Spring at the Same College	58	68	70	Year 1 61	Year 2 67	Year 3 70	Retention 1-12

**Table C . Goals and General Activities for DI Student Populations**

Demographic	Gender	Metric	Baseline	Minimum Equity	Full Equity	Goal			Action
Foster Youth	Male	Retained from Fall to Spring at the Same College	47	56	58	Year 1 50	Year 2 55	Year 3 58	Retention 1-12
LGBT	Male	Retained from Fall to Spring at the Same College	60	68	70	Year 1 63	Year 2 68	Year 3 70	Retention 1-12
Formerly Incarcerated	Male/Female	Retained from Fall to Spring at the Same College	N/A	N/A	N/A	Year 1 TBD	Year 2 TBD	Year 3 TBD	Retention 1-12
Homeless	Male/Female	Retained from Fall to Spring at the Same College	N/A	N/A	N/A	Year 1 TBD	Year 2 TBD	Year 3 TBD	Retention 1-12
Undocumented	Male/Female	Retained from Fall to Spring at the Same College	N/A	N/A	N/A	Year 1 TBD	Year 2 TBD	Year 3 TBD	Retention 1-12
Disabled	Female	Completed Both Transfer-Level Math and English Within the District in the First Year	1	3	4	Year 1 2	Year 2 3	Year 3 4	Math & English 1-9
Economically Disadvantaged	Male	Completed Both Transfer-Level Math and English Within the District in the First Year	54	59	72	Year 1 59	Year 2 68	Year 3 72	Math & English 1-9
Black or African American	Female	Completed Both Transfer-Level Math and English Within the District in the First Year	4	10	12	Year 1 6	Year 2 10	Year 3 12	Math & English 1-9
Some other race	Female	Completed Both Transfer-Level Math and English Within the District in the First Year	Not Available	1	1	Year 1 0	Year 2 0	Year 3 1	Math & English 1-9

**Table C . Goals and General Activities for DI Student Populations**

Demographic	Gender	Metric	Baseline	Minimum Equity	Full Equity	Goal			Action
						Year 1	Year 2	Year 3	
Black or African American	Male	Completed Both Transfer-Level Math and English Within the District in the First Year	6	15	18	9	15	18	Math & English 1-9
Some other race	Male	Completed Both Transfer-Level Math and English Within the District in the First Year	Not Available	1	2	0	1	2	Math & English 1-9
American Indian or Alaska Native	Male	Completed Both Transfer-Level Math and English Within the District in the First Year	Not Available	1	1	0	0	1	Math & English 1-9
Native Hawaiian or other Pacific Islander	Male	Completed Both Transfer-Level Math and English Within the District in the First Year	Not Available	1	1	0	0	1	Math & English 1-9
Foster Youth	Female	Completed Both Transfer-Level Math and English Within the District in the First Year	Not Available	1	1	0	0	1	Math & English 1-9
Foster Youth	Male	Completed Both Transfer-Level Math and English Within the District in the First Year	Not Available	1	1	0	0	1	Math & English 1-9
Formerly Incarcerated	Male/Female	Completed Both Transfer-Level Math and English Within the	N/A	N/A	N/A	Year 1 TBD	Year 2 TBD	Year 3 TBD	Math & English 1-9

**Table C . Goals and General Activities for DI Student Populations**

Demographic	Gender	Metric	Baseline	Minimum Equity	Full Equity	Goal			Action
		District in the First Year							
Homeless	Male/Female	Completed Both Transfer-Level Math and English Within the District in the First Year	N/A	N/A	N/A	Year 1 TBD	Year 2 TBD	Year 3 TBD	Math & English 1-9
Undocumented	Male/Female	Completed Both Transfer-Level Math and English Within the District in the First Year	N/A	N/A	N/A	Year 1 TBD	Year 2 TBD	Year 3 TBD	Math & English 1-9
Black or African American	Female	Attained the Vision Goal Completion Definition	45	48	59	Year 1 49	Year 2 56	Year 3 59	Attained the Vision 1-9
Native Hawaiian or other Pacific Islander	Female	Attained the Vision Goal Completion Definition	2	3	3	Year 1 2	Year 2 2	Year 3 3	Attained the Vision 1-9
Black or African American	Male	Attained the Vision Goal Completion Definition	19	39	49	Year 1 27	Year 2 42	Year 3 49	Attained the Vision 1-9
American Indian or Alaska Native	Male	Attained the Vision Goal Completion Definition	3	1	2	Year 1 2	Year 2 2	Year 3 3	Attained the Vision 1-9
Foster Youth	Male	Attained the Vision Goal Completion Definition	5	6	8	Year 1 6	Year 2 7	Year 3 8	Attained the Vision 1-9
LGBT	Male	Attained the Vision Goal Completion Definition	5	8	10	Year 1 6	Year 2 8	Year 3 10	Attained the Vision 1-9
Formerly Incarcerated	Male/Female	Attained the Vision Goal Completion Definition	N/A	N/A	N/A	Year 1 TBD	Year 2 TBD	Year 3 TBD	Attained the Vision 1-9

**Table C . Goals and General Activities for DI Student Populations**

Demographic	Gender	Metric	Baseline	Minimum Equity	Full Equity	Goal			Action
Homeless	Male/Female	Attained the Vision Goal Completion Definition	N/A	N/A	N/A	Year 1	Year 2	Year 3	Attained the Vision 1-9
						TBD	TBD	TBD	
Undocumented	Male/Female	Attained the Vision Goal Completion Definition	N/A	N/A	N/A	Year 1	Year 2	Year 3	Attained the Vision 1-9
						TBD	TBD	TBD	

**PLANNED ACTIVITIES TO ACHIEVE EQUITY GOALS**

The 2019-2022 plan template requires colleges to provide baseline data for the overall student population for each student equity plan metric, three-year goals, and a listing of activities that support goal attainment. Table 3 provides the baselines derived from SSM, the goals for overall student population, and planned Guided Pathways activities that support the goals.

To close equity gaps for DI student populations identified in Table C, we will develop and/or continue the activities outlined in the Table D.

Table D. Activities for Overall Student Population	
Activities for Disproportionately Impacted Student Populations	
Metric	Activities
<b>Access: Successful Enrollment</b>	<ul style="list-style-type: none"> <li>▪ In person orientations and summer bridge programs for African American, foster youth, Men of Color, Latinx, and LGBTQ</li> <li>▪ Establish the LGBTQ support program</li> <li>▪ Designate a financial aid advisor for DI populations</li> <li>▪ Provide financial aid workshops for students and parents</li> <li>▪ Utilize Promise Program funding for DI populations</li> <li>▪ Targeted outreach to DI populations (in person and via Call Center)*</li> <li>▪ Collaborate with K-12 to establish social pathways for African American, Latinx, men of color, LGBTQ, Undocumented, Formerly-Incarcerated, Homeless and foster youth</li> <li>▪ Coordinated identification and placement of DI students into special funded programs and learning communities</li> <li>▪ Explore and/or implement additional activities based on outcomes driven best practices.</li> </ul>
<b>Retention: Fall to Spring</b>	<ul style="list-style-type: none"> <li>▪ Increased offerings of Umoja, Puente, ethnic studies, and social justice courses</li> <li>▪ Expand Puente and Umoja learning communities and leverage EOPS/SSS to serve more African American and Latinx students</li> <li>▪ Expand Peer Mentor Program across all learning communities</li> <li>▪ Expand M.E.N and Women Huddle Support Groups</li> <li>▪ Establish Cultural Centers for Umoja and Puente</li> <li>▪ Enhance support centers for Foster Youth, LGBTQ, Undocumented, Formerly-Incarcerated, and Homeless</li> <li>▪ Assign Student Success Coaches to serve primarily first year African American and Latinx student populations</li> <li>▪ Explore and/or implement additional activities based on outcomes driven best practices.</li> </ul>

	<ul style="list-style-type: none"> <li>Expand equity focused support groups intentionally focused on DI populations not captured by current data tools, such as Dreamers, Homeless.</li> </ul>
<b>Completion of Transfer Level Math AND English</b>	<ul style="list-style-type: none"> <li>Increase culturally relevant pedagogical training for faculty</li> <li>Development of equity focused communities of practice</li> <li>Culturally relevant math and English courses, supported with embedded tutors and supplemental instruction</li> <li>Math boot camps in summer and winter for DI populations using MMAP placements</li> <li>Explore and/or implement additional activities based on outcomes driven best practices.</li> <li>Expand STEM support program and services for DI populations through the ASTC.</li> </ul>
<b>Vision Goal Completion</b>	<ul style="list-style-type: none"> <li>Expand Umoja/Puente programs and services through degree/certificate completion</li> <li>Targeted, in-class, transfer preparedness workshops</li> </ul>
<b>Transfer to four-year institution</b>	<ul style="list-style-type: none"> <li>Create opportunities for students to learn more about and interact with HBCUs and HSIs representatives and alumni</li> <li>Implement activities to connect Solano students with current college/ university attendees, especially graduates of Solano CC.”</li> <li>Targeted in-class workshops on transfer preparedness (Umoja and Puente)</li> <li>Collaborate with across campus to highlight transfer opportunities to African American and Latinx students</li> <li>Explore and/or implement additional activities based on outcomes driven best practices.</li> </ul>

## EVALUATION PLAN AND PROCESS

The process for evaluating the progress made towards goals of the Student Equity Plan will occur at the end of the fall semester through an extensive review of programs and the project’s ability to close equity gaps associated with the Equity Plan metrics. The data be collected utilizing a reporting tool: *Student Equity / Student Success Metrics Reporting Form*. Student Equity supported projects will submit a semester report detailing actions and impact on equity gaps associated with the Student Equity plan metrics. Student Equity and Success Council will require a progress report from all funded projects/programs detailing their impact on the equity goals.

An annual assessment will be coordinated with the goals and evaluation of other college plans such as the Guided Pathways and the college’s Strategic Plan. Additionally, as the college establishes goals for the Equity Framework requirements, those goals will be aligned and assessed along the Student Equity Plan.

An annual review of projects effectiveness and impact would be required of all funded programs. The data will be compiled and shared with the Academic Senate via the Student Equity and Success Council, Shared Governance Committee, various equity groups, and college administration. Evaluation of projects/programs impact on closing equity impact schedule:

Fall 2019	Assessment of the impact of projects/programs/activities on student equity
Spring 2020	Review, adjustments, revamping or ending of initiatives.
Fall 2020	Assessment of the impact of projects/programs/activities on student equity

**College ensure coordination across student equity-related categorical programs or campus-based programs**

The Student Equity and Success Council will include student-equity related programs as voting members on the council. Program leads will have meetings once per month to discuss services, impact, and outcomes, all with the intention of limiting silo functions and keeping the college community informed.

Student Equity and Success Council will work with various constituencies to develop a college equity framework. Within this framework will be the routine assessment of policies, procedures, programs, and projects using a race and disproportionately impacted equity lens.

<b>Solano Community College Equity Resource Allocation Summary for 3 fiscal years Expenditures (with object codes)</b>			
Category	2015-2016	2016-2017	2017-2018
Academic Salaries 1000	\$250,514	\$385,679	\$222,324.82
Classified and Other Nonacademic Salaries 2000	\$316, 895	\$184,179	\$180,684
Employee Benefits 3000	\$152,847	\$ 230,763	\$114,688.70
Supplies & Materials 4000	\$49,395	\$ 71,100	\$13,943.73
Other Operating Expenses and Services 5000	\$140,003	\$152,945	\$6,3915.05
Capital Outlay 6000	\$109,033	\$89,497	\$9,983.55
Other Outgo 7000	\$95,322	\$0	\$40,754.42
<b>Program Totals</b>	<b>\$ 1,114,009</b>	<b>\$1,114,163</b>	<b>\$646,294.27</b>

2019-2020 PROPOSED BUDGET		
Object Code	Category	Expense
1000	<b>Academic Salaries</b>	<b>455,000</b>
	Dean/Formerly Incarcerated/ASTC –STEM Director	220,000
	Counselor/Coordinator- Umoja	120,000
	Faculty Special Projects (Professional Development)	30,000
	Librarian	65,000
	T4E	30,000
	FYE Faculty	30,000
2000	<b>Classified and Other Non-Academic Salaries</b>	<b>380,000</b>
	Temp Academic Success Coach (Latinx Student Population)	40,000
	Temp Academic Success Coach (African American Student Population)	40,000
	Temp Support Staff	20,000
	Temporary, Hourly Staff Member	20,000
	ASTC Temp Staff	30,000
	Transfer Coordinator	65,000
	Umoja Staff	45,000
	MEN	50,000
	PUENTE	35,000
	TAP	35,000
		<b>Salaries</b>
3000	<b>Employee Benefits</b>	<b>Benefits</b> <b>\$434,565</b>
4000	<b>Supplies and Materials</b>	85,000
	Office and other Supplies	
	Books and instructional materials (Umoja, Puente)	
	First Year Experience	
	Copying and Printing	60,000
	Food (local trainings, events, and planning meetings)	
		<b>Supplies and Materials</b>
5000	<b>Other Operating Expenses</b>	
	Consultants (Professional Development)	\$20,000
	Student Travel (Conferences, college tours, and cultural events)	\$40,000
	Staff Travel (Conferences, trainings, and retreats)	\$40,000
	<b>Subtotal</b>	<b>\$80,000</b>
6000	<b>Capital Outlay</b>	<b>\$0</b>
7000	<b>Other Outgo</b>	<b>\$0</b>
	<b>Total 2019-20 Anticipated Expenditures</b>	<b>\$1,060,000</b>
	<b>2019-20 Anticipated Allocation</b>	<b>\$1,004,624</b>

## Assessment of Previous Goals Integrated Plan 2017-2019

Access								
Equity Gap	Student Group	2019 Goal, Reduce 2017 status	2019 Goal (Target %)	Gap ( 2017 Status)	Amount from 2019 Goal in 2017	Gap (2018 Status)	Amount from 2019 Goal in 2018	Gap (Inc. ↑ ,Dec. ↓ ) Diff. from 2017 to 2018
Largest Gap	White (G6)	5%	-10.01%	-10.54%	0.53%	-10.99%	0.98%	↑ -0.45%
Second Largest	Males (G9)	8%	-6.69%	-7.27%	0.58%	-8.94%	2.25%	↑ -1.67%
Third Largest	Individuals with Disabilities (G13)	50%	-3.60%	-7.20%	3.60%	-7.53%	3.93%	↑ -0.33%

Course Completion								
Equity Gap	Student Group	2019 Goal, Reduce 2017 status	2019 Goal (Target %)	Gap ( 2017 Status)	Amount from 2019 Goal in 2017	Gap (2018 Status)	Amount from 2019 Goal in 2018	Gap (Inc. ↑ ,Dec. ↓ ) Diff. from 2017 to 2018
Largest Gap	Current or Former	50%	-5.30%	-10.59%	5.30%	-15.66%	10.37%	↑ -5.07%
Second Largest	Black or African American	10%	-8.55%	-9.50%	0.95%	-10.20%	1.65%	↑ -0.70%
Third Largest	Native Hawaiian or Other Pacific Islander	10%	-3.81%	-4.23%	0.42%	-3.87%	0.06%	↓ 0.36%

Completion of Degree or Certificate								
Equity Gap	Student Group	2019 Goal, Reduce 2017 status	2019 Goal (Target %)	Gap ( 2017 Status)	Amount from 2019 Goal in 2017	Gap (2018 Status)	Amount from 2019 Goal in 2018	Gap (Inc. ↑ ,Dec. ↓ ) Diff. from 2017 to 2018
Largest Gap	Current or Former	10%	-15.26%	-16.95%	1.70%	-19.15%	3.90%	↑ -2.20%
Second Largest	Unkown Gender (G11)	5%	-15.05%	-15.84%	0.79%	-14.98%	Surpassed goal	↓ 0.86%
Third Largest	Black or African American	5%	-8.80%	-9.26%	0.46%	-13.82%	5.02%	↑ -4.56%

## Assessment of Previous Goals Integrated Plan 2017-2019

Transfer								
Equity Gap	Student Group	2019 Goal, Reduce 2017 statu	2019 Goal (Target %)	Gap ( 2017 Status)	Amount from 2019 Goal in 2017	Gap (2018 Status)	Amount from 2019 Goal in 2018	Gap (Inc. ↑ ,Dec. ↓ ) Diff. from 2017 to 2018
Largest Gap	Current or Former Foster Youth	50%	-10.58%	-21.15%	10.58%	-4.85%	Surpassed goal	↓ 16.30%
Second Largest	Unkown Gender (G11)	50%	-9.75%	-19.50%	9.75%	-4.61%	Surpassed goal	↓ 14.89%
Third Largest	Black or African American	50%	-5.31%	-10.61%	5.31%	-7.15%	1.85%	↓ 3.46%

Basic Skills Progression -English								
Equity Gap	Student Group	2019 Goal, Reduce 2017	2019 Goal (Target %)	Gap ( 2017 Status)	Amount from 2019 Goal in 2017	Gap (2018 Status)	Amount from 2019 Goal in 2018	Gap (Inc. ↑ ,Dec. ↓ ) Diff. from 2017 to 2018
Largest Gap	Native Hawaiaian or Other	50%	-10.57%	-21.13%	10.57%	-13.69%	3.13%	↓ 7.44%
Second Largest	Individuals with Disabilities (G13)	50%	-8.94%	-17.88%	8.94%	-9.02%	0.08%	↓ 8.86%
Third Largest	Black or African American (G3)	50%	-10.57%	-21.13%	10.57%	-18.73%	8.17%	↓ 2.40%

Basic Skills Progression -Math								
Equity Gap	Student Group	2019 Goal, Reduce 2017	2019 Goal (Target %)	Gap ( 2017 Status)	Amount from 2019 Goal in 2017	Gap (2018 Status)	Amount from 2019 Goal in 2018	Gap (Inc. ↑ ,Dec. ↓ ) Diff. from 2017 to 2018
Largest Gap	Individuals with Disabilities (G13)	50%	-6.81%	-13.62%	6.81%	-9.12%	2.31%	↓ 4.50%
Second Largest	Current or Former Foster Youth	50%	-4.66%	-9.32%	4.66%	-13.73%	9.07%	↑ 4.41%

Third Largest	Black or African American	50%	-4.16%	-8.32%	4.16%	-9.78%	5.62%	↑ 1.46%	-
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## Assessment of Previous Goals Integrated Plan 2017-2019

Transfer Level Achievement, Math 1-Year								
Equity Gap	Student Group	2019 Goal, Reduce 2017	2019 Goal (Target %)	Gap ( 2017 Status)	Amount from 2019 Goal in 2017	Gap (2018 Status)	Amount from 2019 Goal in 2018	Gap (Inc. ↑ ,Dec. ↓ ) Diff. from 2017 to 2018
Largest Gap	Individuals with Disabilities (G13)	50%	-10.06%	-20.12%	10.06%	-15.52%	5.46%	↓ 4.60%
Second Largest	Native Hawaiian or Other Pacific	50%	-6.52%	-13.03%	6.52%	1.55%	Surpassed goal	↓ 11.48%
Third Largest	Black or African American (G3)	50%	-4.30%	-8.59%	4.30%	-12.59%	8.30%	↑ 4.00%

Transfer Level Achievement, Math 2-Year								
Equity Gap	Student Group	2019 Goal, Reduce 2017 status	2019 Goal (Target %)	Gap ( 2017 Status)	Amount from 2019 Goal in 2017	Gap (2018 Status)	Amount from 2019 Goal in 2018	Gap (Inc. ↑ ,Dec. ↓ ) Diff. from 2017 to 2018
Largest Gap	Individuals with Disabilities (G13)	50%	-14.35%	-28.70%	14.35%	-18.30%	3.95%	↓ 10.40%
Second Largest	Native Hawaiian or Other Pacific	50%	-10.80%	-21.60%	10.80%	-9.40%	Surpassed goal	↓ 12.20%
Third Largest	Black or African American (G3)	50%	-5.94%	-11.87%	5.94%	-17.69%	11.76%	↑ 5.82%

Transfer Level Achievement, English 1-Year								
Equity Gap	Student Group	2019 Goal, Reduce 2017	2019 Goal (Target %)	Gap ( 2017 Status)	Amount from 2019 Goal in 2017	Gap (2018 Status)	Amount from 2019 Goal in 2018	Gap (Inc. ↑ ,Dec. ↓ ) Diff. from 2017 to 2018
Largest Gap	Individuals with Disabilities (G13)	50%	-14.59%	-29.18%	14.59%	-15.52%	0.93%	↓ 13.66%
Second Largest	Black or African American (G3)	50%	-7.06%	-14.12%	7.06%	1.55%	Surpassed goal	↓ 12.57%
Third Largest	Native Hawaiian or Other Pacific	50%	-6.96%	-13.91%	6.96%	-12.59%	5.64%	↓ 1.32%

Transfer Level Achievement, English 2-Year								
Equity Gap	Student Group	2019 Goal, Reduce 2017 status	2019 Goal (Target %)	Gap ( 2017 Status)	Amount from 2019 Goal in 2017	Gap (2018 Status)	Amount from 2019 Goal in 2018	Gap (Inc. ↑ ,Dec. ↓ ) Diff. from 2017 to 2018

Largest Gap	Individuals with Disabilities (G13)	50%	-12.36%	-24.72%	12.36%	-13.62%	1.26%	↓ 11.10%
Second Largest	Some other Race	50%	-10.61%	-21.22%	10.61%	-20.20%	9.59%	↓ 1.02%
Third Largest	Black or African American (G3)	50%	-7.89%	-15.78%	7.89%	-14.27%	6.38%	↓ 1.51%

2019-2022 Student Equity Plan Contacts:

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Student Equity and Success Council Co-Chairs

Dwayne A Hunt, Academic Support Services- Dean- Primary Contact

Joshua Scott, Student Equity and Success Coordinator-Secondary Contact

BOT DRAFT

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

**TO:** **Members of the Governing Board**

**SUBJECT:** **CITIZENS BOND OVERSIGHT COMMITTEE (CBOC)  
FY 2017-2018 ANNUAL REPORT TO THE GOVERNING  
BOARD**

**REQUESTED ACTION:**

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

**SUMMARY:**

The Citizens Bond Oversight Committee (CBOC) is pleased to present its 2017-2018 Annual Report for the Measure Q Bond Program. The CBOC is charged with reporting the progress annually to the public. This report is presented for Board information.  
The report covers Measure Q Bond Program activity between July 1, 2017 and June 30, 2018.

This report is available online at:  
<http://www.solano.edu/measureq/2019/190619%20Final%20Annual%20CBOC%20Report%202017%202018.pdf>

**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:</i>	<i>Estimated Fiscal Impact: N/A</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**

Robert V. Diamond  
Vice President, Finance & Administration

**VICE PRESIDENT APPROVAL**

June 19, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

June 19, 2019

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**



**SOLANO**  
COMMUNITY COLLEGE

**Citizens' Bond Oversight Committee**  
**Fiscal Year 2017-2018**



**SOLANO**  
COMMUNITY COLLEGE



June 19, 2018

Solano Community College CBOC 2017-18 Annual Report

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## Citizens Bond Oversight Committee Annual Report 2017-18

### **INTRODUCTION**

This report is intended to present activities and opinions of the Citizens' Bond Oversight Committee (CBOC) of the Solano Community College District (District) during the 2017-18 fiscal year. The CBOC is required to prepare and present to the District's Board of Trustees, in public session, an annual written report, which includes a summary of the CBOC's activities and a statement indicating whether the District is in compliance with requirements that the bond revenues have been used only for the purposes authorized by the bond measure.

During this period the CBOC attempted to meet six times but did not have a quorum for two of the meetings. Committee members received updates from District staff on the progress of Measure Q projects. The District and its consultants were forthcoming in providing and presenting requested information and project status updates. Due to the unfortunate history of not having quorums the CBOC was behind in generating annual reports. During this fiscal year, annual reports were created and presented to the Governing Board for the years 2015-16 and 2016-17.

The CBOC reports that to the best of its knowledge the District has complied with the requirements of state law in its accounting for and expending of bond funds. Information regarding the projects for the bond measure is provided in this report. Expenditures are cumulative through June 30, 2018.

### **ABOUT THE SOLANO COMMUNITY COLLEGE DISTRICT**

Solano Community College was established in 1945 as Vallejo Junior College, as it was part of the Vallejo City Unified School District until 1967 when the College became a countywide institution. The 192-acre Fairfield campus, centrally located just off Interstate 80, was completed in 1971 and opened with 5,000 students. Since then, facilities, programs, staff and services have expanded to meet the needs of a growing County.

The College's service area encompasses the communities of Benicia, Dixon, Fairfield, Suisun, Vacaville, Vallejo and Winters, as well as Travis Air Force Base. Many graduates of the area's fifteen public high schools and three private schools take advantage of the educational opportunities offered by Solano Community College.

## Solano Community College CBOC 2017-18 Annual Report

The College currently serves about 11,000 students annually at facilities on the main Fairfield Campus, Vacaville Center properties, and Vallejo Center properties.

### **CITIZENS' BOND OVERSIGHT COMMITTEE**

The Solano Community College District's Citizens' Bond Oversight Committee is comprised of nine members representing required constituent groups from throughout the District's service region.

The CBOC is responsible for the review of bond expenditures and preparation and presentation of an annual report. Solano Community College District's CBOC has oversight responsibilities for Measure Q. CBOC members serve a term of three (3) years, commencing as of the date of appointment by the Board. No member may serve more than two (2) consecutive terms. CBOC members are not compensated for their services.

#### **Committee Members During 2017/2018 Fiscal Year:**

Tina Lowden, Senior Citizen Organization, Winters (appointed 4/5/17)

Hermie R. Sunga, Member-At-Large, Business Organization – Vallejo, Vice Chair (appointed 1/18/12)

Neil Ferguson, Construction Trade Organization – Vacaville (appointed 7/16/14)

David Fleming, Solano Community College Foundation – Vacaville (appointed 2/18/15)

Andre Stewart, Member-At-Large - Benicia (appointed 11/19/15)

Ward Stewart, Member-At-Large – Vallejo (appointed 9/2/15)

Angelo Cellini, Construction/Trades – Suisun (appointed 5/5/14)

Janet Roberts, Taxpayers' Association – (appointed 1/17/18)

Holly Brown, Construction Trade Organization – (appointed 9/20/17)

Dawn LeBar, Educational Foundation – (appointed 1/17/18)

Doriss Panduro, Business – (appointed 1/17/18)

Danion Ghebremichael, Student Association

### **MEASURE Q BOND PROGRAM SUMMARY**

The Solano Community College District had two bond authorizations: Measure G, approved by voters in 2002 (\$124.5 million) and Measure Q (\$348 million) approved by the voters in 2012. The proceeds from these bonds are to be used for site acquisition, facility renovation, construction of new facilities, and equipment procurement.

Both Measure G (closed in June 2017) and Measure Q were passed under Proposition 39

## Solano Community College CBOC 2017-18 Annual Report

provisions, which allow passage of school bond measures with 55% voter approval if certain conditions are met. Proposition 39 allows the District to use bond funds only for projects described in the bond measure language. The funds cannot be used for staff salaries or projects not described in the language of the bond measures. It also mandates the formation of a Citizens' Bond Oversight Committee (CBOC).

### **SUMMARY OF CBOC ACTIVITIES FOR FISCAL YEAR 2017/2018**

The CBOC attempted to conduct meetings on the following dates in Fiscal Year 2017/18: August 29, 2017 (no quorum); December 5, 2017; February 20, 2018; March 20, 2018 (no quorum); April 3, 2018; and June 5, 2018.

Following is a brief summary of the highlights of each meeting.

August 29, 2017 (no quorum): Although no official business was conducted because only three committee members were present, District staff, Lucky Lofton, Pam Kinzie, and Rob Gold, were present to provide project updates and answer committee members' questions.

December 5, 2017: Ward Stewart was elected CBOC chair. A volunteer subcommittee was named to create a draft of the Fiscal Year 2015-16 Annual Report. Those members were Hermie Sunga, Tina Lowden, and Ward Stewart.

February 20, 2018: The draft annual report was presented to the Committee and was approved after several revisions were suggested. David Casnocha provided training in the fundamentals of bond oversight committees.

March 7, 2018: Ward Stewart presented the Fiscal Year 2015-16 Annual Report to the District's Governing Board in public session.

March 20, 2018 (no quorum): No official business was conducted although District staff provided updates on building projects. Discussion of the 2016-17 Annual Report took place.

April 3, 2018: Review and approval of the 2016-17 Annual Report. District staff presented updates of progress on various bond projects.

May 2, 2018: Ward Stewart presented the Fiscal Year 2016-17 Annual Report to the District's Governing Board in public session.

June 5, 2018: Rob Diamond made a presentation on bond financing. Lucky Lofton and Pam

## Solano Community College CBOC 2017-18 Annual Report

Kinzie provided updates on bond projects.

### **BOND PROJECTS AND FINANCIAL SUMMARY**

Measure Q active projects this fiscal year included:

Fairfield Campus: Performing Arts Building Renovation, Science Building (Phase 1), Library/Learning Resource Center, Horticulture Site Improvements, Horticulture Modular Restroom Building, Substation #1 and #2 Replacement, and Campus Entry Sidewalk Improvements. Small Capital Projects: Softball Bleacher Replacement, Campus Directory Signs, Building 600 Room 604 Renovation, Building 1800B Exiting Corridor, Building 1800 Maker's Lab and Robotics Renovation, and Bench for Campus Entry Internment.

Vacaville Center: Vacaville (Annex) Classroom Building Renovation, Biotechnology and Science Building, Vacaville Center Intersection Improvements, and Vacaville Center HVAC Upgrade

Vallejo Campus: Autotechnology Building and Vallejo Center HVAC Upgrade

Districtwide: Utility Infrastructure Upgrade – Solar and IT Infrastructure (Phase 2) Projects: Network Upgrade, Building 100 Generator, Classroom Technology Upgrade, Faculty/Staff/Student Computer Replacement, Security Camera System Upgrade, Printer & Copier Replacement, Email System Upgrade, and Security Camera Replacement

# Solano Community College CBOC 2017-18 Annual Report

Solano Community College CBOC 2017-2018 Annual Report									
 <b>SOLANO</b> COMMUNITY COLLEGE 									
Solano Community College District Measure Q Bond									
(Financials as of 6/30/2018)									
PROJECT NAME	MEASURE Q PROJECT BUDGET AS OF 03/21/2018 BSP <sup>(1)</sup>	BOT APPROVED CHANGE	MEASURE Q PROJECT BUDGET AS OF 06/6/2018 BSP <sup>(2)</sup>	BOT APPROVED CHANGE	MEASURE Q PROJECT BUDGET AS OF 06/20/2018 BSP <sup>(3)</sup>	OTHER FUNDING BUDGET <sup>(4)</sup>	OTHER FUNDING EXPENDITURES AS OF 06/30/2018 <sup>(5)</sup>	MEASURE Q EXPENDITURES AS OF 06/30/2018 <sup>(5)</sup>	PERCENT SPENT
<b>FF CAMPUS</b>									
Library & Learning Resource Center	\$ 21,800,000		\$ 21,800,000		\$ 21,800,000	\$ 20,881,000	\$ 1,543,000	\$ 39,117	3.7%
Performing Arts Building (Phase 1 B1200 Renovation)	\$ 6,347,818		\$ 6,347,818		\$ 6,347,818	\$ 13,760,000	\$ 13,760,000	\$ 6,229,718	99.4%
Performing Arts Building (Phase 2)	\$ 13,700,000		\$ 13,700,000		\$ 13,700,000	\$ -	\$ -	\$ 33,151	0.2%
Science Building (Phase 1)	\$ 37,600,000		\$ 37,600,000		\$ 37,600,000	\$ -	\$ -	\$ 10,926,313	29.1%
Science & Math Building (Phase 2)	\$ 8,000,000		\$ 8,000,000		\$ 8,000,000	\$ -	\$ -	\$ -	0.0%
Career Technology Building (CTE)	\$ 3,000,000		\$ 3,000,000		\$ 3,000,000	\$ -	\$ -	\$ -	0.0%
Agriculture (Horticulture)	\$ 2,000,000		\$ 2,000,000		\$ 2,000,000	\$ -	\$ -	\$ 997,460	49.9%
<b>VV CAMPUS</b>									
VV Classroom Building Purchase & Renovation	\$ 8,200,000		\$ 8,200,000		\$ 8,200,000	\$ -	\$ -	\$ 6,828,698	83.3%
Biotechnology & Science Building	\$ 33,750,000		\$ 33,750,000	\$ (366,565)	\$ 33,383,435	\$ -	\$ -	\$ 33,191,993	99.4%
Aeronautics & Workforce Development Building	\$ 15,000,000		\$ 15,000,000		\$ 15,000,000	\$ -	\$ -	\$ 1,264,848	8.4%
Student Success Center/LRC	\$ 15,500,000		\$ 15,500,000		\$ 15,500,000	\$ -	\$ -	\$ -	0.0%
Fire Training	\$ 6,250,000		\$ 6,250,000		\$ 6,250,000	\$ -	\$ -	\$ -	0.0%
Vacaville Center HVAC Upgrade	\$ 2,315,000		\$ 2,315,000		\$ 2,315,000	\$ -	\$ -	\$ 934,448	40.4%
<b>VJ CAMPUS</b>									
Vallejo Property Purchase Belvedere	\$ 4,794,343		\$ 4,794,343		\$ 4,794,343	\$ -	\$ -	\$ 4,794,343	100.0%
Vallejo Property Purchase Northgate	\$ 6,871,471		\$ 6,871,471		\$ 6,871,471	\$ -	\$ -	\$ 6,871,471	100.0%
Site Improvements	\$ 2,825,000		\$ 2,825,000		\$ 2,825,000	\$ -	\$ -	\$ -	0.0%
Autotechnology Building	\$ 23,800,000	\$ (64,039)	\$ 23,735,961		\$ 23,735,961	\$ -	\$ -	\$ 23,735,961	100.0%
Student Success Center/LRC	\$ 22,000,000		\$ 22,000,000		\$ 22,000,000	\$ -	\$ -	\$ -	0.0%
Career Technology Building	\$ 19,800,000		\$ 19,800,000		\$ 19,800,000	\$ -	\$ -	\$ -	0.0%
Vallejo Center HVAC Upgrade	\$ 2,175,024	\$ (39,846)	\$ 2,135,178		\$ 2,135,178	\$ -	\$ -	\$ 2,135,178	100.0%
<b>INFRASTRUCTURE IMPROVEMENTS</b>									
IT Infrastructure Improvements	\$ 14,200,000		\$ 14,200,000		\$ 14,200,000	\$ -	\$ -	\$ 5,380,202	37.9%
Utility Infrastructure Upgrade (Energy)	\$ 24,105,000		\$ 24,105,000	\$ 266,602	\$ 24,371,602	\$ 712,447	\$ 712,447	\$ 15,113,848	63.1%
<b>ADA &amp; CLASSROOM IMPROVEMENTS</b>									
Small Capital Projects	\$ 8,753,246		\$ 8,753,246		\$ 8,753,246	\$ -	\$ -	\$ 3,195,691	36.5%
ADA Improvements	\$ 10,900,000		\$ 10,900,000		\$ 10,900,000	\$ 50,000	\$ 50,000	\$ 356,708	3.7%
<b>PLANNING, ASSESSMENTS &amp; PROGRAM MANAGEMENT</b>									
Program Management, District Support and Planning	\$ 25,400,000		\$ 25,400,000		\$ 25,400,000	\$ -	\$ -	\$ 13,489,796	53.1%
<b>RESERVE &amp; INTEREST</b>									
Program Reserve	\$ 10,886,344	\$ 103,885	\$ 10,990,229	\$ 366,565	\$ 11,356,794	\$ -	\$ -	\$ -	
Net Interest Earned/Treasury Fees	\$ 44,053	\$ 844,711	\$ 888,764	\$ (266,602)	\$ 622,162			\$ 473,165	
<b>TOTAL BOND SPENDING PLAN</b>	<b>\$ 350,017,299</b>		<b>\$ 350,862,010</b>		<b>\$ 350,862,010</b>	<b>\$ 35,403,447</b>	<b>\$ 16,065,447</b>	<b>\$ 135,992,111</b>	<b>39.4%</b>

<sup>(1)</sup> Per Bond Spending Plan Revision Approved by BOT 3/21/2018

<sup>(2)</sup> Per Bond Spending Plan Revision Approved by BOT 6/6/2018

<sup>(3)</sup> Per Bond Spending Plan Revision Approved by BOT 6/20/2018

<sup>(4)</sup> Note other funding sources include State Funding, Proposition 39 Energy and Solano Transportation Authority

<sup>(5)</sup> District is currently in fiscal year-end close and is also in process of the annual financial audit, any variances will be included in the next quarterly report.

# Solano Community College CBOC 2017-18 Annual Report

## **BOND AUDIT REPORTS FOR FISCAL YEAR 2017/2018**

In accordance with Proposition 39, Measure Q contains strict financial safeguards, including a requirement that an independent audit be conducted annually to ensure bond funds are spent on classroom and facility improvements as identified in the ballot measure.

Measure Q had a clean financial audit, with no findings. The Auditor found that the District properly accounted for the expenditures and bond funds were spent on authorized projects.

The Financial and Performance Audit Reports for fiscal year 2017/2018 are available on the District website: [www.solano.edu/measureq](http://www.solano.edu/measureq)

## **CBOC COMMENTS AND RECOMMENDATIONS**

District Staff, including the Superintendent/President treated members of the CBOC with respect and appeared to value the role of the CBOC.

Irrespective of whether a quorum was attained, District Staff provided project updates. Even more importantly, they consistently answered all members' questions capably and competently. Information and documentation requested was provided without apparent reservation, which was both recognized and appreciated by CBOC members.

Neither District Staff, nor the Superintendent/President restricted the number of meetings the CBOC chose to conduct, nor were agenda items limited or controlled by other than CBOC membership, via its Chairman.

The cooperation and participation by District Staff was helpful and appropriate, and was welcomed by the CBOC.

The CBOC recommends that the District go out to bid and consider changing accounting firms periodically for the annual bond audit. There is a concern that by using the same firm year after year there may be the appearance of compromised objectivity.

There has been a problem getting quorums during the last few years and, perhaps, during the entire lifetime of Measure Q. The CBOC urges the Governing Board to remove committee members who miss two or three meetings without giving prior notice and act expeditiously to fill vacancies once they occur.

**CBOC COMPLIANCE STATEMENT**

Bond expenditures and bond projects have been reviewed by the Citizens' Bond Oversight Committee to ensure the money is spent only on school facility improvements authorized by Measure Q. Bond expenditures are audited annually by an independent audit firm retained by the District. The CBOC has reviewed the audit reports, District Quarterly Progress Update Reports, and other materials requested from the District, and believes the District is in compliance with the requirements of Article XIII A Section 1(b)(3) of the California Constitution.