SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: CONSENT CALENDAR - HUMAN RESOURCES

REQUESTED ACTION: APPROVAL

EMPLOYMENT 2020-2021

Change in Assignment

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tracy Vest</td>
<td>From Human Resources Generalist to 50% Executive Assistant Human Resources/ 50% Administrative support Career Technical Education</td>
<td>02/08/2021</td>
</tr>
</tbody>
</table>

Short-Term/Temporary/Substitute

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Fund/Grant Name</th>
<th>Effective</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dorene Adams</td>
<td>Nursing Success Specialist Tutoring</td>
<td>Nurse Program Support</td>
<td>12/19/20 – 05/31/21</td>
<td>$69.05/hr.</td>
</tr>
<tr>
<td>Gabriella Avila</td>
<td>Temporary Outreach Specialist</td>
<td>SEA Fund</td>
<td>02/18/21 – 06/30/21</td>
<td>$18.90/hr.</td>
</tr>
<tr>
<td>Cassandra Berry</td>
<td>Early Learning Center Program Specialist Substitute</td>
<td>California State Preschool Program</td>
<td>02/18/21 – 06/30/21</td>
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</tr>
<tr>
<td>Shaunice Cole</td>
<td>Cosmetology Program Coordination and Development</td>
<td>Strong Workforce</td>
<td>01/18/21 – 05/31/21</td>
<td>$62.64/hr.</td>
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<tr>
<td>Catherine Cyr</td>
<td>Nursing Adjunct Skills Instructor</td>
<td>CARES/HEERF</td>
<td>02/18/21 – 05/31/21</td>
<td>$69.05/hr.</td>
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</table>

Salvatore Abbate
Human Resources
February 3, 2021
Date Submitted

Celia Esposito-Noy, Ed.D.
Superintendent-President
February 17, 2021
Date Approved
### Short-Term/Temporary/Substitute (continued)

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Fund/Grant Name</th>
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<tr>
<td>Doug Green</td>
<td>Advanced Manufacturing Program Outreach</td>
<td>Perkins</td>
<td>02/05/21 - 05/31/21</td>
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<td>Paul Hidy</td>
<td>ATEC Curriculum Development</td>
<td>Perkins</td>
<td>01/18/21 - 04/30/21</td>
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<tr>
<td>Paul Hidy</td>
<td>Mercedes-Benz Partnership Training</td>
<td>Perkins</td>
<td>02/18/21 - 03/18/21</td>
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<tr>
<td>Leilani Lobo</td>
<td>Production Assistant</td>
<td>General Fund</td>
<td>02/18/21 – 05/07/21</td>
<td>$14.00/hr.</td>
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<tr>
<td>Ricky Marshall</td>
<td>Mercedes-Benz Partnership Training</td>
<td>Perkins</td>
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</tr>
<tr>
<td>Ricky Marshall</td>
<td>ATEC Program Coordination</td>
<td>Perkins</td>
<td>01/18/21 - 03/31/21</td>
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</tr>
<tr>
<td>Andrew McGee</td>
<td>Mercedes-Benz Partnership Training</td>
<td>Perkins</td>
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<tr>
<td>Elizabeth “Lizzy”</td>
<td>Instructional Lab Assistant, Academic Mentor and Success Coach</td>
<td>SEA Fund</td>
<td>03/01/21 – 06/30/21</td>
<td>$15.21/hr.</td>
</tr>
<tr>
<td>Roark</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Justin Santich-</td>
<td>Instructional Lab Assistant, Academic Mentor/Success Coach</td>
<td>SEA-AAMP</td>
<td>03/01/21 – 06/30/21</td>
<td>$15.21/hr.</td>
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<tr>
<td>Hughes</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Taryn Sigl</td>
<td>Instructional Lab Assistant, Academic Mentor and Success Coach</td>
<td>SEA Fund</td>
<td>03/01/21 – 06/30/21</td>
<td>$15.21/hr.</td>
</tr>
<tr>
<td>Lauryn Zabat</td>
<td>Instructional Lab Assistant, Academic Mentor and Success Coach</td>
<td>SEA Fund</td>
<td>03/01/21 – 06/30/21</td>
<td>$15.21/hr.</td>
</tr>
</tbody>
</table>
TO: Members of the Governing Board

SUBJECT: WARRANTS

REQUESTED ACTION:

☐ Information OR ☑ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:

<table>
<thead>
<tr>
<th>Date</th>
<th>Vendor Payments</th>
<th>Number</th>
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CONTINUED ON NEXT PAGE:

STUDENT SUCCESS IMPACT:

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


SUPERINTENDENT’S RECOMMENDATION:

☐ APPROVAL  ☐ DISAPPROVAL  ☐ NOT REQUIRED  ☐ TABLE

Robert V. Diamond
Vice President, Finance and Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

TELEPHONE NUMBER

Robert V. Diamond, Finance and Administration

VICE PRESIDENT APPROVAL

February 5, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

February 17, 2021
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:

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>ID Numbers</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
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<td>11105158-11105184</td>
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<td>01/28/2021</td>
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<td>11105185-11105229</td>
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TOTAL: $ 796,960.62
AGENDA ITEM 13.(a)
MEETING DATE February 17, 2021

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESIGNATION TO RETIRE

REQUESTED ACTION:
☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment &amp; Years of Service</th>
<th>Effective</th>
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</thead>
<tbody>
<tr>
<td>Glenn Burgess</td>
<td>Tenured Nursing Instructor 19 years of service at Solano Community College</td>
<td>05/27/2021</td>
</tr>
<tr>
<td>Dawna Murphy</td>
<td>Accountant 12 years; 4 months of service at Solano Community College</td>
<td>05/15/2021</td>
</tr>
</tbody>
</table>

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: 24205 Board Policy: 4400 Estimated Fiscal Impact: N/A

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ NOT REQUIRED ☒ DISAPPROVAL ☐ TABLE

Salvatore Abbate
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

DATE APPROVED B/Y

SUPERINTENDENT-PRESIDENT

February 17, 2021

DATE SUBMITTED TO

SUPERINTENDENT-PRESIDENT

February 5, 2021
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: NEW CONFIDENTIAL SUPERVISOR POSITION
DESCRIPTION: ADMISSIONS AND RECORDS SUPERVISOR

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
The following job description is presented for Governing Board approval. The attached job description establishes a new Admissions and Records Supervisor position. This position will supervise and coordinate the daily activities in the Admissions and Records Office; assist in planning and implementing departmental procedures; train, supervise, select and assign work to Admissions and Records staff. This position will be funded by general funds and placed at Range 35 of the Confidential Supervisor Salary Schedule.

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

|----------------|--------------------------|---------------------------------------------------------------|

SUPERINTENDENT’S RECOMMENDATION:

☒ APPROVAL
☐ NOT REQUIRED
☐ DISAPPROVAL
☐ TABLE

Salvatore Abbate
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

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

February 17, 2021

February 5, 2021

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT
CLASS TITLE: ADMISSIONS & RECORDS SUPERVISOR

BASIC FUNCTION:

Under the direction of the Dean of Enrollment Services, the Admissions and Records Supervisor supervises and coordinates the daily activities in the Admissions & Records Office; assists in planning and implementing departmental procedures; trains, supervises, selects, and assigns work to A&R staff.

This position will be for the term of March 1, 2021 through June 30, 2021.

ESSENTIAL FUNCTIONS:

Coordinate the daily activities in the Admissions % Records Office, including assigning staff to tasks to ensure timely processing of registration and evaluations for students, managing the call center and shared inbox and ensuring that reporting and maintenance tasks assigned to staff are completed on time and accurately.

Assist in planning, scheduling, developing and implementing departmental operations and procedures; implement policies and regulations as required and update office procedure manuals as needed.

Responsible for ensuring a smooth transition during computer software upgrades, testing of software patches, and the implementation of new technological applications as they pertain to changes in existing procedures.

Supervise the A&R systems such as Banner, CCCApply, MySolano, etc. to ensure optimal functionality and ease of access for students. Research and suggest changes when needed.

Act as key point person during annual audits by assigning tasks to staff such as the preparation of materials requested and ensuring the proper collection of such documents prior to the deadline stated by the Dean of Enrollment Services.

Collaborate with the Dean of Enrollment services to interview, select, train, supervise and evaluate the performance of regular, temporary and student employees in the department.

Attend meetings, seminars, and conferences to stay abreast of changes in Admission & Records related State and Federal regulations, requirements and policies. Update department of all changes to regulations and ensure that procedure manuals. In conjunction with the Dean, assist in making sure and all Admission & Records systems are
updated with such changes.

Collaborate with the Dean of Enrollment Services, conduct regular staff meetings.

Receive and respond to first line student complaints regarding Admissions and Records staff or policies and procedures; analyze facts and determine appropriate action. Escalate complaint to Dean of Enrollment Services, when needed.

Provide technical information and assistance to employees and others where judgement, knowledge and interpretation of procedures and regulations related to Admission and Records is needed.

Operate a variety of current office equipment, software applications and phone systems.

Assist in maintaining a fair and open work environment in accordance with the College’s commitment to teamwork, mutual trust and respect.

Ability to communicate effectively both orally and in writing.

Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

- State and federal regulations related to A&R, California State Education Code and College Administrative Code
- Analytical and report writing skills.
- Principles and practices of supervision and training.
- Interpersonal skills using tact, patience and courtesy.
- Effective record-keeping techniques.
- Policies and objectives of assigned program and activities.

**ABILITY TO:**

- Plan, organize and coordinate the day-to-day operations of the A&R Office.
- Establish priorities and adjust assignments to assure the timely completion of work.
- Provide technical expertise to College personnel, administrators and students regarding A&R policies, procedures and requirements.
- Use independent judgment and decision-making skills to resolve both minor and major issues occur in the department.
- Anticipate the impact of changes in College and State regulations as they affect the daily operational activities of the A&R Office.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
• Compile and verify data and prepare reports.
• Prioritize and schedule work.
• Train, supervise and evaluate personnel.
• Read, interpret, apply and explain rules, regulations, policies and procedures.
• Maintain current knowledge of program rules, regulations, requirements and restrictions.

EDUCATION AND EXPERIENCE:

Bachelor degree from a regionally accredited college or university AND 2 years of progressively responsible work experience in business, accounting or college admissions.

OR

Associate degree or 60 units of semester course work from a regionally accredited college or university AND 4 years of progressively responsible work experience in business, accounting or college admissions.

AB Edit 2/2021
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: NEW CONFIDENTIAL SUPERVISOR POSITION
DESCRIPTION: OUTREACH AND STUDENT LIFE SUPERVISOR

REQUESTED ACTION:
☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:
The following job description is presented for Governing Board approval. The attached job description establishes a new Outreach and Student Life Supervisor position. This position will supervise and coordinate the daily activities in the Outreach and Student Life Office; assist in planning and implementing departmental procedures; train, supervise, select and assign work to Outreach and Student Life Office staff. This position will be funded by general funds and placed at Range 34 of the Confidential Supervisor Salary Schedule.

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


SUPERINTENDENT’S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL ☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTED’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

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

February 17, 2021

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

February 5, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT
CLASS TITLE: OUTREACH & STUDENT LIFE SUPERVISOR

BASIC FUNCTION:

Under the direction of the Dean of Enrollment Services, the Outreach and Student Life Supervisor supervises and coordinates the daily activities in the Outreach and Student Life Offices; assists in planning and implementing departmental procedures; trains, supervises, selects, and assigns work to related staff.

ESSENTIAL FUNCTIONS:

Coordinates the daily activities in the Outreach and Student Life Offices. Assigns tasks to staff that ensure timely response and scheduling of Outreach and Student Life inquiries and events. Ensures that reporting and maintenance tasks assigned to staff are completed on time and accurately.

Oversee all aspects of Associated Students Solano College (ASSC), including but not limited to; elections, staff meetings, budget oversight, track and assist with initiatives as voted on by ASSC.

Assist in planning, scheduling, developing and implementing departmental operations and procedures; implement policies and regulations as required and update office procedure manuals as needed.

Supervise all web pages related to Outreach and Student Life. Ensure optimal functionality and ease of access for students. Research and suggest changes when needed.

Collaborate with the Dean of Enrollment services to interview, select, train, supervise and evaluate the performance of permanent, part-time and employees in the department.

Attend meetings, seminars, and conferences to stay abreast of changes in related State and Federal regulations, requirements and policies. Update department of all changes to regulations and ensure that procedure manuals.

Collaborate with the Dean of Enrollment Services, to conduct regular staff meetings.

Receive and respond to first line student complaints regarding Outreach and Student Life staff or policies and procedures; analyze facts and determine appropriate action. Escalate complaint to Dean of Enrollment Services, when needed.

Provide technical information and assistance to employees and others where judgement,
knowledge and interpretation of procedures and regulations is needed.

Operate a variety of current office equipment, software applications and phone systems.

Assist in maintaining a fair and open work environment in accordance with the College’s commitment to teamwork, mutual trust and respect.

Ability to communicate effectively both orally and in writing.

Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**
- State and federal regulations related to Admissions & Records, Financial Aid and Student Government, California State Education Code and College Administrative Code
- Analytical and report writing skills.
- Principles and practices of supervision and training.
- Interpersonal skills using tact, patience and courtesy.
- Effective record-keeping techniques.
- Policies and objectives of assigned program and activities.

**ABILITY TO:**
- Plan, organize and coordinate the day-to-day operations of the Outreach and Student Life Offices.
- Establish priorities and adjust assignments to assure the timely completion of work.
- Provide technical expertise to College personnel, administrators and students regarding policies, procedures and requirements.
- Use independent judgment and decision-making skills to resolve both minor and major issues occur in the department.
- Anticipate the impact of changes in College and State regulations as they affect the daily operational activities of the Outreach and Student Life Offices.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Compile and verify data and prepare reports.
- Prioritize and schedule work.
- Train, supervise and evaluate personnel.
- Read, interpret, apply and explain rules, regulations, policies and procedures.
- Maintain current knowledge of program rules, regulations, requirements and restrictions.
EDUCATION AND EXPERIENCE:

Bachelor degree from a regionally accredited college or university **AND** 2 years of progressively responsible work experience in business, accounting or college admissions **AND** 1 year of prior experience performing outreach in a college or university setting.

**OR**

Associate degree (or equivalent units) from a regionally accredited college or university **AND** 4 years of progressively responsible work experience in business, accounting or college admissions **AND** 1 year of prior experience performing outreach in a college or university setting.

AB Edit 1/2021
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESOLUTION NO. 20/21-16 ESTABLISHMENT OF THE NONRESIDENT AND INTERNATIONAL STUDENT FEE FOR 2021-22

REQUESTED ACTION: ☐ Information OR ☑ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
Board approval is requested for Resolution No. 20/21-16, establishment of the nonresident and international student fees for 2021-2022. The 2020-21 current nonresident tuition fee is $290.00 per unit and $10 per semester unit for nonresidential capital outlay. Per Education Code Section 76140, the Governing Board must adopt a nonresident tuition fee before March 1 of each year.

CONTINUED ON THE NEXT PAGE:

STUDENT SUCCESS IMPACT:
☒ Help students achieve their educational, professional, and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☐ Other: Safety, Building appearance

<table>
<thead>
<tr>
<th>Ed. Code:</th>
<th>Board Policy: 3020</th>
<th>Estimated Fiscal Impact: N/A</th>
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SUPERINTENDENT’S RECOMMENDATION: ☑ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

Robert V. Diamond

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

ADDRESS

(707) 864-7259

TELEPHONE NUMBER
Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL
February 5, 2021

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT
February 17, 2021
TO: Members of the Governing Board

SUBJECT: RESOLUTION NO. 20/21-16 ESTABLISHMENT OF THE NONRESIDENT AND INTERNATIONAL STUDENT FEE FOR 2021-22

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE:

The Board may adopt one of several rates: (A.1) District average cost; (A.2) District average cost with 10% or more noncredit FTES (B.1) Statewide average cost; (B.2) Highest statewide average cost; (C) No more than the rate of a contiguous district; (D) Between statewide average expense of education and District expense of education; (E) no more than 12 comparable states 2019-2020 average tuition.

In addition, per Education Code Section 76141, a District may also charge to any nonresident student a capital outlay fee.

It is recommended that the District’s 2021-2022 nonresident and international student fee be established at $304.00 per unit, which is the statewide average expense of education, and $11 per semester unit for nonresidential capital outlay. The new fee will be lower than other colleges in our region.

Resolution No. 20/21-16 is attached, along with the 2021-2022 Nonresident Fee Worksheet.
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

ESTABLISHMENT OF NONRESIDENT AND INTERNATIONAL
STUDENT FEE FOR THE 2021-2022 ACADEMIC YEAR

RESOLUTION NO. 20/21-16

TO COMPLY WITH REQUIREMENTS OF EDUCATION CODE SECTION 76140

WHEREAS, such tuition fee may be based upon (A.1) District average cost; (A.2) District average cost with 10% or more noncredit FTES (B.1) Statewide average cost; (B.2) Highest statewide average cost; (C) no more than the rate of a contiguous district; (D) Between statewide average expense of education and District expense of education; (E) No more than 12 comparable states 2019-2020 average tuition.

WHEREAS, Education Code Section 76140 mandates that the proposed tuition fee be increased by the United States Consumer Price Index (U.S.P.I.) for two fiscal years, as determined by the Department of Finance, State of California.

WHEREAS, Education Code Section 76141 authorizes each District to charge nonresident students a capital outlay fee; now therefore be it

RESOLVED, That the district nonresident and international student fee for the academic year 2021-2022, beginning with the summer session, be established at $304.00 per unit, which is the statewide average expense of education, and the $11 per semester unit for nonresident capital outlay.

PASSED AND ADOPTED, This 17th day of February 2021, by the Governing Board of the Solano Community College District.

DENIS HONEYCHURCH, J.D.
BOARD PRESIDENT

CELIA ESPOSITO-NOY, Ed.D.
SECRETARY
### 2021-22 Nonresident Tuition and Capital Outlay Fee Worksheet

**District:**  
Solano Community College District

**Term:**  
Semester

### Nonresident Tuition Fee Options

#### A.1 District Average Cost

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>A.</td>
<td>District Expense of Education for Base Year</td>
</tr>
<tr>
<td>B.</td>
<td>District Annual Total FTES</td>
</tr>
<tr>
<td>C.</td>
<td>Average Expense of Education per FTES (A/B)</td>
</tr>
<tr>
<td>D.</td>
<td>U.S. Consumer Price Index Compound Factor</td>
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<tr>
<td>E.</td>
<td>Average Cost per FTES for Tuition Year (C x D)</td>
</tr>
<tr>
<td>F.</td>
<td>Nonresident Tuition Fee per Semester Unit (E/30)</td>
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</table>

#### A.2 District Average Cost with 10 Percent or More Noncredit FTES

<p>| | |</p>
<table>
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<th></th>
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<tbody>
<tr>
<td>Noncredit FTES percent of Total</td>
<td>1.1%</td>
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<tr>
<td>A.</td>
<td>District CREDIT ONLY Expense of Education for Base Year</td>
</tr>
<tr>
<td>B.</td>
<td>Annual Attendance FTES</td>
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<tr>
<td>C.</td>
<td>Average Expense of Education per FTES (A/B)</td>
</tr>
<tr>
<td>D.</td>
<td>U.S. Consumer Price Index Compound Factor</td>
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<tr>
<td>E.</td>
<td>Average Cost per FTES for Tuition Year (C x D)</td>
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<tr>
<td>F.</td>
<td>Nonresident Tuition Fee per Semester Unit (E/30)</td>
</tr>
</tbody>
</table>

#### B.1 Statewide Average Cost

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>Statewide Expense of Education for Base Year</td>
</tr>
<tr>
<td>B.</td>
<td>Statewide Annual Total FTES</td>
</tr>
<tr>
<td>C.</td>
<td>Average Expense of Education per FTES (A/B)</td>
</tr>
<tr>
<td>D.</td>
<td>U.S. Consumer Price Index Compound Factor</td>
</tr>
<tr>
<td>E.</td>
<td>Average Cost per FTES for Tuition Year (C x D)</td>
</tr>
<tr>
<td>F.</td>
<td>Nonresident Tuition Fee per Semester Unit (E/30)</td>
</tr>
</tbody>
</table>

#### B.2 Highest Statewide Average Cost

Highest year of the succeeding, current, and 4 prior years.  
Nonresident Tuition Fee per Semester Unit  
2021-22  
$307

#### C Contiguous District

<table>
<thead>
<tr>
<th>Contiguous District</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>LOS RIOS</td>
<td></td>
</tr>
<tr>
<td>Maximum Fee (Contiguous District Nonresident Tuition Fee)</td>
<td>353</td>
</tr>
<tr>
<td>Nonresident Tuition Fee per Semester Unit</td>
<td>$353</td>
</tr>
</tbody>
</table>

#### D Between Statewide Average Expense of Education and District Average Expense of Education

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum (Option B.1 - Statewide Average Cost) per Semester Unit</td>
<td>$307</td>
</tr>
<tr>
<td>Maximum (Option A.1 - District Average Cost) per Unit</td>
<td>289</td>
</tr>
<tr>
<td>Nonresident Tuition Fee per Semester Unit</td>
<td>$304</td>
</tr>
</tbody>
</table>

#### E Comparable States Average

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Nonresident Tuition Fee per Semester Unit</td>
<td>$365</td>
</tr>
</tbody>
</table>
### Nonresident Capital Outlay Fee

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>Capital Outlay expense - prior year</td>
<td></td>
</tr>
<tr>
<td>B.</td>
<td>FTES total from prior year</td>
<td>7,242</td>
</tr>
<tr>
<td>C.</td>
<td>Capital outlay expense per FTES (A/B)</td>
<td>$</td>
</tr>
<tr>
<td>D.</td>
<td>Capital Outlay Fee per Semester Unit (C/30)</td>
<td>$</td>
</tr>
<tr>
<td>E.</td>
<td>Adopted Nonresident Tuition Fee</td>
<td>$</td>
</tr>
<tr>
<td>F.</td>
<td>50% of Adopted Nonresident Tuition Fee</td>
<td>$</td>
</tr>
<tr>
<td>G.</td>
<td>Maximum Nonresident Capital Outlay Fee (lesser of D or F)</td>
<td>$</td>
</tr>
</tbody>
</table>
The district governing board has established Nonresident Fees as shown below.

### Nonresident Tuition Fee

<table>
<thead>
<tr>
<th>Basis for Adoption (Select one)</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.1 - District Average Cost</td>
<td></td>
</tr>
<tr>
<td>A.2 - District Average Cost with 10 Percent or More Noncredit FTES</td>
<td></td>
</tr>
<tr>
<td>B.1 - Statewide Average Cost</td>
<td></td>
</tr>
<tr>
<td>B.2 - Highest Statewide Average Cost</td>
<td></td>
</tr>
<tr>
<td>C - Contiguous District</td>
<td></td>
</tr>
<tr>
<td>D - Between Statewide Average Expense of Education &amp; District Expense of Education</td>
<td>$304</td>
</tr>
<tr>
<td>E - Comparable States Average</td>
<td></td>
</tr>
</tbody>
</table>

### Nonresident Capital Outlay

Maximum Nonresident Capital Outlay Fee is $0

<table>
<thead>
<tr>
<th>Nonresident Capital Outlay Fee</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>$11</td>
</tr>
</tbody>
</table>

### Contact Information

<table>
<thead>
<tr>
<th>Signature:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
</tr>
<tr>
<td>Title:</td>
</tr>
<tr>
<td>Phone:</td>
</tr>
<tr>
<td>Email:</td>
</tr>
</tbody>
</table>
TO: Members of the Governing Board

SUBJECT: APPROVAL OF AWARD TO SELWAY MACHINE TOOL COMPANY FOR CNC LATHE MACHINE AND ROBOT PACKAGE FOR THE FAIRFIELD CAMPUS’ SCHOOL OF APPLIED TECHNOLOGY

REQUESTED ACTION:

☐ Information OR ☑ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
Fairfield Campus’ School of Applied Technology which includes the Advanced Manufacturing department has a need to purchase a Haas Automation Inc. Y-Axis CNC Lathe and Robot Package for teaching and training purposes in the Automation Technology and Mechatronics courses.

CONTINUED ON THE NEXT PAGE:

STUDENT SUCCESS IMPACT:
☑ Help students achieve their educational, professional, and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☐ Other: Safety, Building appearance


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) 864-7259

TELEPHONE NUMBER
Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL
February 2, 2021

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

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

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: APPROVAL OF AWARD TO SELWAY MACHINE TOOL COMPANY. FOR CNC LATHE MACHINE FOR THE FAIRFIELD CAMPUS’ SCHOOL OF APPLIED TECHNOLOGY.

SUMMARY:

CONTINUED ON THE PREVIOUS PAGE:

Staff has conducted a market survey and determined that there is only one known source that can provide the commodity, which is unique in nature and geographically restricted to one supplier to meet these requirements. The instructional systems provider, Selway Machine Tool Company is the exclusive sole source dealer for Haas Automation in Northern California.

Staff has determined that it is in the best interest of the District to purchase the Haas Automation Inc. Y-Axis CNC Lathe machine and robot package from Selway Machine Tool Company located in Union City, California.

The Board is asked to approve an award to Selway Machine Tool Company in the amount including freight and taxes, $153,603.40.

SOURCE OF FUNDS: Strong Workforce
Customer Contact: Doug Green 707-864-7000 ext. 4744
douglas.green@solano.edu

Sales Person: Eric Benson

Solano Community College
4000 Suisun Valley Rd.
Fairfield CA 94534
United States

Machine Sales Order
Number: SO108852

Date: 01/28/2021

Sold To: Solano Community College
Ship To: Solano Community College

Service Contact: Service Phone:

<table>
<thead>
<tr>
<th>Training/Machine</th>
<th>Delivery</th>
<th>Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is This Their First CNC Machine:</td>
<td>No</td>
<td>FOB: Oxnard CA</td>
</tr>
<tr>
<td>Is Training Required:</td>
<td>No</td>
<td>Ship Via: Best Way</td>
</tr>
<tr>
<td>Control &amp; Machine Operation:</td>
<td>No</td>
<td>Rigging Required: Yes</td>
</tr>
<tr>
<td>Program Training:</td>
<td>No</td>
<td>Rigger:</td>
</tr>
<tr>
<td>Voltage:</td>
<td>208/220</td>
<td>Any Equipment to be Moved: Unknown</td>
</tr>
<tr>
<td>BT or CT:</td>
<td>NA</td>
<td>Can Machine Fit Through the Door: Yes</td>
</tr>
</tbody>
</table>

Additional Notes: DELIVERY: Customer is responsible for all shipping and handling.

<table>
<thead>
<tr>
<th>QTY</th>
<th>Part Number</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ST-20Y</td>
<td>Y-Axis CNC Lathe with 11.75” x 22.5” (298 x 572 mm) max capacity and 2.5” (63.5 mm) bar capacity</td>
<td>$88,995.00</td>
</tr>
<tr>
<td>1</td>
<td>ATP</td>
<td>Automatic Tool Presetter, manual and automatic modes. User-friendly interface.</td>
<td>$4,595.00</td>
</tr>
<tr>
<td>1</td>
<td>LCC2</td>
<td>Belt-Type Chip Conveyor; quick, high-volume chip removal for increased productivity. Discharges chips at standard 55-gallon barrel height.</td>
<td>$4,595.00</td>
</tr>
<tr>
<td>1</td>
<td>PTS-1</td>
<td>Programmable Hydraulic Tailstock; provides additional support for long workpieces; MT4 morse taper.</td>
<td>$6,795.00</td>
</tr>
<tr>
<td>1</td>
<td>AUTO DOOR-LATHE</td>
<td>Auto Door for Lathes; opens and closes the machine doors automatically via M-code, or manually via a switch.</td>
<td>$995.00</td>
</tr>
<tr>
<td>1</td>
<td>BMT65KIT</td>
<td>Inch Toolholder Kit, BMT65; includes 3 each 1” OD Toolholders, 1 each 1” ID Boring Bar Holder, 1 each 1.5” ID Boring Bar Holder, and 1 each 1.5” ID Split Boring Bar Holder.</td>
<td>$3,795.00</td>
</tr>
<tr>
<td>1</td>
<td>OPC10</td>
<td>10” (254 mm) 3-Jaw Hydraulic Chuck Upgrade, A2-6</td>
<td>$2,095.00</td>
</tr>
<tr>
<td></td>
<td>Subtotal</td>
<td></td>
<td>$111,865.00</td>
</tr>
<tr>
<td>1</td>
<td>Discount</td>
<td>Special Discount - Educational Discount</td>
<td>$-16,780.00</td>
</tr>
<tr>
<td>1</td>
<td>Product Commissioning-TC</td>
<td>Product Commissioning by Haas Certified Technician: includes safety and maintenance overview and basic control operation</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>1</td>
<td>1yc-1yw</td>
<td>1 Year Control and 1 Year Machine Warranty. In House Tech Support. Local Field Service.</td>
<td>$0.00</td>
</tr>
<tr>
<td>1</td>
<td>FTS</td>
<td>1-Day Training Seminar at your local HFO</td>
<td>$0.00</td>
</tr>
<tr>
<td>1</td>
<td>CSMD</td>
<td>Control Simulator Module; dual software (mill and lathe), LCD display, USB port, slim dimensions; only 7” (178 mm) deep.</td>
<td>$0.00</td>
</tr>
<tr>
<td>1</td>
<td>ESW-1-YEAR</td>
<td>1-Year Extended Warranty (includes 1-year standard warranty)</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

Special Price: $96,585.00
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tax</td>
<td>$7,963.36</td>
</tr>
<tr>
<td>Approx. Freight</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>Approx. Rigging</td>
<td>$1,800.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$107,548.36</strong></td>
</tr>
</tbody>
</table>
(1) Selway Machine Tool Co., Inc. ("Selway") retains a purchase money security interest in the goods that are subject to this contract to secure payment by customer. Upon request, customer will execute a UCC-1 Financing Statement to perfect Selway's security interest.

(2) A check for the down payment must accompany customer's signing of this Contract. Any machine cancellations are subject to a 10-25% restocking fee which is dependent upon the machine release stage. Customer deposit would be applied to restocking fee in the event of machine cancellation.

(3) Payment in full on the balance of this Contract must be made upon terms noted on the SO. If a delivery is delayed due to reasons for which the customer is responsible, the customer shall be liable for any costs arising from such delay, including the Supplier's costs relating to storage, insurance and additional handling of the Products. The payment from customer is based upon net terms from invoice date per the sales order. As such, delivery delay at customer election will not result in postponement of payment.

(4) Late payments are subject to a financing charge of 1.5 percent per month on the unpaid balance. Any cancellations are subject to a 25% restock fee based upon the merchandise sales price.

(5) Financing is the responsibility of Customer.

(6) If an action is brought to enforce or interpret this Contract, the prevailing party will be reimbursed for all costs and expenses, including reasonable attorney's fees, disbursements, and other costs.

(7) Manufacturer(s) Warranty – Does not apply to used equipment. Manufacturer(s) will provide a warranty on new machines against defects in material and workmanship. Each manufacturer has a specific warranty period (i.e. 6 months, 1 year, etc.). Manufacturer will provide their specific warranty information with the machine.

(8) Limited Warranty – Does not apply to used equipment. (a) If a defect arises during the Warranty Period, Selway, at its option will (i) repair the Product at no charge using new parts or parts that are equivalent to new in performance and reliability, (ii) exchange the Product with same Product configuration or with your consent, exchange a product that is at least functionally equivalent to the product it replaces, or (iii) refund the original purchase price. These alternative remedies are custom's sole and exclusive remedies against Selway for breach of the limited warranty provided in this Contract and are separate and apart from any warranties provided by the manufacturer(s) of the goods. (b) Goods that have been subject to abuse, misuse, accident, alteration, neglect, unauthorized repair or installation are not covered by this limited warranty. Selway will make the final determination as to the existence and cause of any alleged defect. No warranty is made with respect to custom equipment or products produced to customer's specifications except as may be specifically set forth in writing signed by Selway. (c) Except for the Limited Warranty expressly stated here, Selway makes no warranty in connection with this Contract and hereby disclaims any and all implied or statutory warranties, including, but not limited to, all implied warranties or title, merchantability, nonfringement and fitness for a particular purpose. To the extent that Selway may not, as a matter of applicable law, disclaim any implied warranty, the scope and duration of such implied warranty will be the minimum permitted under such law.

(9) Limitations on Liability (a) Selway will not be liable for any loss, damage, cost, expense or penalty resulting from failure or delay in performance due to causes beyond the reasonable control of Selway, including but not limited to supplier delay, force majeure, act of God, labor unrest, flood, fire, explosion, earthquake, or by excess demand for its products; in any such event, the delivery date will be deemed extended for a period equal to the period of delay. (b) In no event will Selway be liable for (i) damages in excess of the purchase price for the goods and services that are subject to this Contract, or (ii) special, consequential, incidental or indirect damages (including without limitation lost profits), whether or not Selway has been advised of the possibility of such damage, however caused and on the basis of any theory of liability, including contract, tort, negligence, strict liability that may arise out of third-party claims against customer. In no event will Selway be liable for costs of procurement of substitute goods by customer. These limitations shall apply notwithstanding any failure of essential purpose of any limited remedy.

No contract shall result from this order until purchaser's offer is accepted by the General Manager or President of Selway Machine Tool Co, Inc. Price Valid for 30 days from date on Sales order

Date:__________________________ Title:________________________ Signature:___________________________________

I agree to the stated Terms and Conditions

Selway Machine Tool Co, Inc. Use Only

Date:__________________________ Title:________________________ Signature:___________________________________

Selway Machine Tool Co, Inc. accepts this order
**Customer Contact:**
Doug Green  
707-864-7000 ext. 4744  
douglas.green@solano.edu

**Sales Person:**
Eric Benson

**Solano Community College**  

**Sold To:**
Solano Community College  
4000 Suisun Valley Rd.  
Fairfield CA 94534  
United States

**Ship To:**
Solano Community College  
4000 Suisun Valley Rd.  
Fairfield CA 94534  
United States

<table>
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<td>Unknown</td>
<td>Rigging Required: Yes</td>
</tr>
<tr>
<td>Program Training:</td>
<td>Unknown</td>
<td>Rigger:</td>
</tr>
<tr>
<td>Voltage:</td>
<td></td>
<td>Any Equipment to be Moved: Unknown</td>
</tr>
<tr>
<td>BT or CT:</td>
<td></td>
<td>Can Machine Fit Through the Door: Yes</td>
</tr>
</tbody>
</table>

**Additional Notes:** DELIVERY: Customer is responsible for all freight and rigging.

<table>
<thead>
<tr>
<th>QTY</th>
<th>Part Number</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ROBOT PKG-1</td>
<td>Haas Robot Package 1: fully integrated, plug-and-play, 7 kg capacity robot system for Haas machines. Includes: 6-axis robot, software interfacefor direct control through the Haas machine, electrical interface box, safety guarding, and all necessary solenoids, hardware, and cables. Includes Remote Jog Handle-Touch, when ordered with a machine; requires RJH-Touch when ordered separately. Requires Auto Door.</td>
<td>$49,995.00</td>
</tr>
<tr>
<td>1</td>
<td>HRP-1</td>
<td>Install Kit for Haas Robot Package-1 on ST-10 through ST-25 turning centers; includes all necessary items to install a Haas Robot Package.</td>
<td>$0.00</td>
</tr>
<tr>
<td>1</td>
<td>Discount- Haas</td>
<td>Special Haas School Discount- (PC-0604)</td>
<td>($7,499.00)</td>
</tr>
</tbody>
</table>

**Special Price:** $42,496.00  
**Tax:** $3,559.04  
**Approx. Freight:** To Be Billed  
**Approx. Rigging:** To Be Billed  
**Total:** $46,055.04
(1) Selway Machine Tool Co., Inc. ("Selway") retains a purchase money security interest in the goods that are subject to this contract to secure payment by customer. Upon request, customer will execute a UCC-1 Financing Statement to perfect Selway's security interest.

(2) A check for the down payment must accompany customer's signing of this Contract. Any machine cancellations are subject to a 10-25% restocking fee which is dependent upon the machine release stage. Customer deposit would be applied to restocking fee in the event of machine cancellation.

(3) Payment in full on the balance of this Contract must be made upon terms noted on the SO. If a delay due to reasons for which the customer is responsible, the customer shall be liable for any costs arising from such delay, including the Supplier's costs relating to storage, insurance and additional handling of the Products. The payment from customer is based upon net terms from invoice date per the sales order. As such, delivery delay at customer election will not result in postponement of payment.

(4) Late payments are subject to a financing charge of 1.5 percent per month on the unpaid balance. Any cancellations are subject to a 25% restock fee based upon the merchandise sales price.

(5) Financing is the responsibility of Customer.

(6) If an action is brought to enforce or interpret this Contract, the prevailing party will be reimbursed for all costs and expenses, including reasonable attorney's fees, disbursements, and other costs.

(7) Manufacturer(s) Warranty – Does not apply to used equipment. Manufacturer(s) will provide a warranty on new machines against defects in material and workmanship. Each manufacturer has a specific warranty period (i.e. 6 months, 1 year, etc.). Manufacturer will provide their specific warranty information with the machine.

(8) Limited Warranty ± Does not apply to used equipment. (a) If a defect arises during the Warranty Period, Selway, at its option will (i) repair the Product at no charge using new parts or parts that are equivalent to new in performance and reliability, (ii) exchange the Product with same Product configuration or with your consent, exchange a product that is at least functionally equivalent to the product it replaces, or (iii) refund the original purchase price. These alternative remedies are custom’s sole and exclusive remedies against Selway for breach of the limited warranty provided in this Contract and are separate and apart from any warranties provided by the manufacturer(s) of the goods. (b) Goods that have been subject to abuse, misuse, accident, alteration, neglect, unauthorized repair or installation are not covered by this limited warranty. Selway will make the final determination as to the existence and cause of any alleged defect. No warranty is made with respect to custom equipment or products produced to customer’s specifications except as may be specifically set forth in writing signed by Selway. (c) Except for the Limited Warranty expressly stated here, Selway makes no warranty in connection with this Contract and hereby disclaims any and all implied or statutory warranties, including, but not limited to, all implied warranties or title, merchantability, nonfringement and fitness for a particular purpose. To the extent that Selway may not, as a matter of applicable law, disclaim any implied warranty, the scope and duration of such implied warranty will be the minimum permitted under such law.

(9) Limitations on Liability (a) Selway will not be liable for any loss, damage, cost, expense or penalty resulting from failure or delay in performance due to causes beyond the reasonable control of Selway, including but not limited to supplier delay, force majeure, act of God, labor unrest, flood, fire, explosion, earthquake, or by excess demand for its products; in any such event, the delivery date will be deemed extended for a period equal to the period of delay. (b) In no event will Selway be liable for (i) damages in excess of the purchase price for the goods and services that are subject to this Contract, or (ii) special, consequential, incidental or indirect damages (including without limitation lost profits), whether or not Selway has been advised of the possibility of such damage, however caused and on the basis of any theory of liability, including contract, tort, negligence, strict liability that may arise out of third-party claims against customer. In no event will Selway be liable for costs of procurement of substitute goods by customer. These limitations shall apply notwithstanding any failure of essential purpose of any limited remedy.

No contract shall result from this order until purchaser's offer is accepted by the General Manager or President of Selway Machine Tool Co, Inc. Price Valid for 30 days from date on Sales order

Date:__________________________ Title:________________________ Signature:___________________________________

I agree to the stated Terms and Conditions

Selway Machine Tool Co, Inc. Use Only

Date:__________________________ Title:________________________ Signature:___________________________________

Selway Machine Tool Co, Inc. accepts this order

Sales - Service - Application - Automation
Northern California | Southern California | Washington | Oregon | Northern Nevada | Utah

-26-
TO: Members of the Governing Board

SUBJECT: APPROVAL OF RENEWABLE ENERGY CONSULTANT SERVICES POOL OF FIRMS

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
The District has established pools of pre-qualified consultants for many professional services needed for capital projects. At this time, it is recommended to establish a pool for Renewable Energy Consultants.

A Request for Qualifications was issued December 23, 2020 and on January 22, 2021 the District received four responses. The Evaluation Committee reviewed, evaluated, and ranked each

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.

<table>
<thead>
<tr>
<th>Ed. Code:</th>
<th>Board Policy:</th>
<th>Estimated Fiscal Impact:</th>
<th>None</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUPERINTENDENT’S RECOMMENDATION:</td>
<td>☒ APPROVAL</td>
<td>☐ NOT REQUIRED</td>
<td>☐ DISAPPROVAL</td>
</tr>
<tr>
<td>Lucky Lofton</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive Bonds Manager</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

February 5, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

February 17, 2021
TO: Members of the Governing Board

SUBJECT: APPROVAL OF RENEWABLE ENERGY CONSULTANT SERVICES POOL OF FIRMS

SUMMARY:

CONTINUED FROM PREVIOUS PAGE:

submittal.

The Evaluation Committee recommends that the following firms be placed in a pool of pre-qualified Renewable Energy Consultant Firms (being placed in the pool is not a guarantee of work):

- Aedis Architects
- ARC Alternatives
- Optony Inc.
- Sage Energy Consulting, Inc.

The District’s standard Independent Consultant Agreement for Professional Services contract was accepted by all firms. Project specific agreements will be brought back to the Board for approval.

The Board is asked to approve the new pool of Renewable Energy Consultant Firms: Aedis Architects, ARC Alternatives, Optony Inc., and Sage Energy Consulting Inc.
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #21

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:

The Board is requested to approve the latest revision to the Measure Q Bond Spending Plan (BSP). The BSP will require periodic adjustments to accommodate the changing needs of the District over time. The original document was approved on August 20, 2014. Previous updates have been approved by the Board on the following dates:

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

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

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

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL ☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTERS NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

February 5, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

February 17, 2021
TO:    Members of the Governing Board

SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #21

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

<table>
<thead>
<tr>
<th>Update #1 March 4, 2015</th>
<th>Update #5 March 1, 2017</th>
<th>Update #9 January 17, 2018</th>
</tr>
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<tbody>
<tr>
<td>Update #2 March 16, 2016</td>
<td>Update #6 April 19, 2017</td>
<td>Update #10 March 21, 2018</td>
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<tr>
<td>Update #3 October 19, 2016</td>
<td>Update #7 December 6, 2017</td>
<td>Update #11 June 6, 2018</td>
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<td>Update #4 January 18, 2017</td>
<td>Update #8 December 20, 2017</td>
<td>Update #12 June 20, 2018</td>
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<td>Update #13 July 18, 2018</td>
<td>Update #14 September 5, 2018</td>
<td>Update #15 December 5, 2018</td>
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<td>Update #16 February 6, 2019</td>
<td>Update #17 May 1, 2019</td>
<td>Update #18 November 20, 2020</td>
</tr>
<tr>
<td>Update #19 March 18, 2020</td>
<td>Update #20 October 7, 2020</td>
<td></td>
</tr>
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</table>

On April 2, 2014 the Board approved a Facilities Master Plan (FMP) and as stated at that time, periodic updates would be required. The Board adopted the ten-year 2020-2030 updated FMP which represented 18 months of work by trustees, administrators, faculty, staff, students, and community members with assistance from the Gensler Group. This plan accounted for recent updates to the District Strategic Plans as well as State policy changes. The goal of this FMP was to provide focus for both Facilities and the Bond program over the next ten years. In response to the FMP Update, adopted by the Board on December 2, 2020, various changes to the Bond Spending Plan are recommended to implement the Facilities Master Plan Update 2020.

Additionally, in November 2020, the District issued Series D of the Measure Q Bond Funds. This issuance was for $30,000,000. With this issuance and the completion and adoption of the FMP Update 2020, the Bond Spending Plan Update #21 includes the following:

- Addition of new projects identified in the FMP 2020 Update.
- Re-alignment and/or confirmation of funds allocated for on-going and active projects.
- Confirmation and/or re-alignment of funds allocated for Infrastructure Improvements, ADA & Classroom Improvements, and Planning, Assessments & Program Management.
- Adjustment to the Reserve & Interest for the Measure Q Bond Program.

The Board is asked to approve the proposed revisions as described above and indicated in the Bond Spending Plan Update #21 attached.
## BOND SPENDING PLAN

<table>
<thead>
<tr>
<th>PROJECT NAME</th>
<th>08/20/14 BOT APPROVED BSP</th>
<th>10/7/20 BOT APPROVED BSP</th>
<th>2/17/2021 PROPOSED BSP</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FF CAMPUS</strong></td>
<td>$484,200,000</td>
<td>$91,235,452</td>
<td>$92,439,603</td>
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<tr>
<td>Performing Arts Building (Phase 1 B1200 Renovation)</td>
<td>$6,200,000</td>
<td>$6,229,718</td>
<td>$6,229,718</td>
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<tr>
<td>Science Building (Phase I)</td>
<td>$33,100,000</td>
<td>$35,005,734</td>
<td>$35,005,734</td>
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<tr>
<td>Agriculture (Horticulture)</td>
<td>$2,000,000</td>
<td>$2,000,000</td>
<td>$1,371,000</td>
</tr>
<tr>
<td>Library/Learning Resource Center</td>
<td>$21,800,000</td>
<td>$23,300,000</td>
<td>$23,300,000</td>
</tr>
<tr>
<td>Science &amp; Math Building (Phase 2)/B300 Renovation</td>
<td>$8,000,000</td>
<td>$8,000,000</td>
<td>$3,000,000</td>
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<tr>
<td>Performing Arts Building (Phase 2)/Costume Shops</td>
<td>$13,700,000</td>
<td>$13,700,000</td>
<td>$12,033,151</td>
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<tr>
<td>Career Technology Building (CTE)/B1600 &amp; B1800 Mod</td>
<td>$3,000,000</td>
<td>$3,000,000</td>
<td>$4,500,000</td>
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<tr>
<td>Modernization B1400 (includes kitchen mod)</td>
<td>$-</td>
<td>$-</td>
<td>$4,000,000</td>
</tr>
<tr>
<td>On-Campus Housing</td>
<td>$-</td>
<td>$-</td>
<td>$500,000</td>
</tr>
<tr>
<td>Early Learning Center Expansion</td>
<td>$-</td>
<td>$-</td>
<td>$2,500,000</td>
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<tr>
<td><strong>VV CAMPUS</strong></td>
<td>$80,200,000</td>
<td>$80,415,972</td>
<td>$47,155,168</td>
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<tr>
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<td>$8,200,000</td>
<td>$8,200,000</td>
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<tr>
<td>Biotechnology &amp; Science Building</td>
<td>$28,000,000</td>
<td>$33,315,666</td>
<td>$33,315,666</td>
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<tr>
<td>Aeronautics &amp; Workforce Development Building</td>
<td>$15,000,000</td>
<td>$15,000,000</td>
<td>$2,084,730</td>
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<tr>
<td>Student Success Center/LRC</td>
<td>$22,000,000</td>
<td>$15,500,000</td>
<td>$1,200,000</td>
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<tr>
<td>Fire Training</td>
<td>$7,000,000</td>
<td>$6,250,000</td>
<td>$500,000</td>
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<tr>
<td>Vacaville Center HVAC Upgrade</td>
<td>$-</td>
<td>$2,150,306</td>
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<td><strong>VJ CAMPUS</strong></td>
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<td>Vallejo Prop Purchase Belvedere</td>
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<td>Autotechnology Building</td>
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<tr>
<td>Site Improvements</td>
<td>$5,100,000</td>
<td>$2,825,000</td>
<td>$-</td>
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<tr>
<td>Vallejo Prop Purchase Northgate</td>
<td>$6,800,000</td>
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<tr>
<td>Student Success Center/LRC</td>
<td>$22,000,000</td>
<td>$22,000,000</td>
<td>$1,200,000</td>
</tr>
<tr>
<td>Career Technology Building/ECHS</td>
<td>$21,900,000</td>
<td>$19,800,000</td>
<td>$18,200,000</td>
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<tr>
<td>Vallejo Center HVAC Upgrade</td>
<td>$-</td>
<td>$2,135,178</td>
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<tr>
<td><strong>INFRASTRUCTURE IMPROVEMENTS</strong></td>
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<td>$57,371,331</td>
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<td>IT Infrastructure Improvements</td>
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<tr>
<td>Utility Infrastructure Upgrade (Energy)</td>
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<tr>
<td>5 Megawatt Solar Installation</td>
<td>$-</td>
<td>$-</td>
<td>$13,000,000</td>
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<tr>
<td>Replacement Substations 3, 4 and 5</td>
<td>$-</td>
<td>$-</td>
<td>$3,000,000</td>
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<tr>
<td>Modernize Pool and Equipment</td>
<td>$-</td>
<td>$-</td>
<td>$2,500,000</td>
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<tr>
<td><strong>ADA &amp; CLASSROOM IMPROVEMENTS</strong></td>
<td>$19,200,000</td>
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<td>$38,877,958</td>
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<tr>
<td>Small Capital Projects</td>
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<td>ADA Improvements</td>
<td>$10,900,000</td>
<td>$10,900,000</td>
<td>$8,000,000</td>
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<td><strong>PLANNING, ASSESSMENTS &amp; PROGRAM MGMT</strong></td>
<td>$25,400,000</td>
<td>$26,130,000</td>
<td>$53,563,000</td>
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<tr>
<td>Includes Program Management, Project PM/CM Services, District Staff, Professional Services, Assessments, Education Master Plan, Facilities Master Plan, District Standards &amp; Updates, Bond Issuance</td>
<td>$25,400,000</td>
<td>$26,130,000</td>
<td>$53,563,000</td>
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<td><strong>RESERVE &amp; INTEREST</strong></td>
<td>$17,400,000</td>
<td>$7,806,743</td>
<td>$6,837,831</td>
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<td>Program Reserve (5%)</td>
<td>$17,400,000</td>
<td>$7,806,743</td>
<td>$6,837,831</td>
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<td><strong>TOTAL BOND SPENDING PLAN</strong></td>
<td>$348,000,000</td>
<td>$353,103,686</td>
<td>$353,181,844</td>
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Bond Interest Earned Treasury Fees (9/30/20)

<table>
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<tr>
<th></th>
<th>08/20/14 BOT APPROVED BSP</th>
<th>10/7/20 BOT APPROVED BSP</th>
<th>2/17/2021 PROPOSED BSP</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

**LEGEND:**

- No Color - Closed Projects
- Yellow Color - Projects in Progress
- Green Color - Future Projects

Revised 2/17/2021
TO:    Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #2 TO APPLIED MATERIALS & ENGINEERING, INC. FOR SPECIAL INSPECTION SERVICES FOR THE LIBRARY/LEARNING RESOURCE CENTER PROJECT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
On October 16, 2019, the Board approved a contract to Applied Materials & Engineering, Inc. for special inspections and testing services on the Library/Learning Resource Center (LLRC) Project.

In an effort to maintain production levels on the project, various clarifications and CCDs (Construction Change Document) resulted in extended hours for inspections beyond the original scope of work.

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: Ensure code and DSA compliance of new LLRC Building

<table>
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<tr>
<th>Ed. Code:</th>
<th>Board Policy:</th>
<th>Estimated Fiscal Impact: $19,370.00 State and Measure Q Funds</th>
</tr>
</thead>
</table>

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

February 5, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

February 17, 2021
TO:        Members of the Governing Board

SUBJECT:   CONTRACT AMENDMENT #2 TO APPLIED MATERIALS 
            & ENGINEERING, INC. FOR SPECIAL INSPECTION 
            SERVICES FOR THE LIBRARY/LEARNING RESOURCE 
            CENTER PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Board approval is requested for Amendment #2 to the Applied Materials & Engineering, Inc. Contract to increase the total amount and cover the remaining required special inspections and testing services.

Contract Summary:

$ 95,932.00  Original Contract Amount  
$ 77,754.85  Previously Approved Amendments (1)  
$ 19,370.00  Proposed Amendment #2  
$ 193,056.85  New Contract Amount

The Board is asked to approve this contract Amendment #2 to Applied Materials & Engineering, Inc. in the amount not to exceed $19,370.00. Applied Materials & Engineering, Inc.‘s new contract amount will be $193,056.85.

The contract amendment is available online at:  http://www.solano.edu/measureq/planning.php
AMENDMENT TO AGREEMENT

PARTIES

This Second Amendment to Agreement ("Amendment") is entered into between Solano Community College District ("District") and AME Applied Materials & Engineering, Inc. ("Consultant"), (collectively the "Parties").

RECITALS

WHEREAS, District and Consultant entered into a Consulting Services Agreement ("Agreement"), dated October 16, 2019, for services related to Fairfield Library/Learning Resource Center Project;

WHEREAS, District and Consultant desire to amend the Agreement to acknowledge additional efforts required to complete the remaining special inspections and testing;

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

AGREEMENT

1. Section 4 of the Agreement is amended to read in its entirety:

Compensation. District agrees to pay the Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed ONE HUNDRED NINTY-THREE, FIFTY-SIX DOLLARS AND EIGHTY-FIVE CENTS ($193,056.85) which is composed of the original contract amount of $95,932.00, Amendment #1 of $77,754.85 and Amendment #2 of $19,370.00. District shall pay Consultant according to the following terms and conditions:

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

4.2 The Services shall be performed at the hourly billing rates and/or unit prices included in Exhibit “B”. If hourly billing applies, the itemized invoice shall reflect the hours spent by the Consultant in performing its Services pursuant to this Agreement.

4.3 If Consultant works at more than one site, Consultant shall invoice for each site separately.

4.4 Consultant shall only be paid for the time and effort needed to complete the actual scope of services required for this project; which may be less than the total amount noted in section "4. Compensation". If the total amount noted is not needed to complete the scope of services, any remaining balance shall be retained by the District.

4.5 Except as set forth in this Amendment, all provisions of the Agreement and any previous extension(s) and/or amendment(s) thereto shall remain unchanged, in full force and effect, and are reaffirmed. This Amendment shall control over any inconsistencies between it and the Agreement and/or any previous extension(s) and/or amendment(s).

4.6 Consultant acknowledges and agrees that this Amendment shall not be binding on the Parties until and unless the Solano Community College District’s Governing Board approves this Amendment.
IN WITNESS WHEREOF, the parties hereto have accepted and agreed to this Amendment on the dates indicated below.

Dated: ____________, 2021

SOLANO COMMUNITY COLLEGE DISTRICT

By: ____________________________

Print Name: Lucky Lofton
Print Title: Executive Bonds Manager

Dated: _________________, 2021

APPLIED MATERIALS & ENGINEERING, INC.

By: ____________________________

Print Name: ______________________
Print Title: ______________________
TO: Members of the Governing Board

SUBJECT: CONTRACT APPROVAL PB ELECTRIC, INC., FOR VAULT LID REPLACEMENT FOR LIBRARY/LEARNING RESOURCE CENTER PROJECT (B-100 REPLACEMENT)

REQUESTED ACTION:

☐ Information OR ☑ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
Board approval is requested for award of a contract to PB Electric, Inc., for the Vault Lid Replacement for the Library / Learning Resource Center Project (Building 100 Replacement) (LLRC).

During the design of the LLRC Project, the vaults were identified as an issue to be investigated during construction. The LLRC Project budget included contingency funds for this known project cost. After site investigation, it has been determined that only the electrical/communications vault lids need to be replaced with traffic-rated lids in the new fire lane.

---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: Comply with code and DSA approved construction documents.

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<tr>
<th>Ed. Code:</th>
<th>Board Policy:</th>
<th>Est. Fiscal Impact: Up to $50,000 State and Measure Q Funds</th>
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<tr>
<td>SUPERINTENDENT’S RECOMMENDATION:</td>
<td>☒ APPROVAL</td>
<td>☐ DISAPPROVAL</td>
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<tr>
<td>☐ NOT REQUIRED</td>
<td>☐ TABLE</td>
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</tr>
<tr>
<td>Lucky Lofton</td>
<td>Executive Bonds Manager</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PRESENTER’S NAME</th>
<th>Celia Esposito-Noy</th>
<th>Superintendent-President</th>
</tr>
</thead>
<tbody>
<tr>
<td>4000 Suisun Valley Road, Fairfield, CA 94534</td>
<td></td>
<td></td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>ADDRESS</th>
<th>TELEPHONE NUMBER</th>
<th>VICE PRESIDENT APPROVAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>(707) 863-7855</td>
<td>Robert V. Diamond</td>
<td>Vice President, Finance and Administration</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>VICE PRESIDENT APPROVAL</th>
<th>DATE APPROVED BY</th>
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</thead>
<tbody>
<tr>
<td>February 5, 2021</td>
<td>SUPERINTENDENT-PRESIDENT</td>
</tr>
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<table>
<thead>
<tr>
<th>DATE SUBMITTED TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUPERINTENDENT-PRESIDENT</td>
</tr>
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February 17, 2021
TO:       Members of the Governing Board

SUBJECT: CONTRACT APPROVAL PB ELECTRIC, INC., FOR VAULT LID REPLACEMENT FOR LIBRARY/LEARNING RESOURCE CENTER PROJECT (B-100 REPLACEMENT)

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Using a separate contractor to perform this work was deemed the more efficient and cost-effective option by the project team. A proposal was requested from PB Electric, Inc., a contractor on the District’s Pre-Approved Contractor list for the District’s Board Approved CUPCCAA (California Uniform Public Construction Cost Accounting Act) program. The proposal was reviewed, and the proposed pricing was determined to be fair and appropriate to the scope of work requested.

The Board is asked to approve a contract to PB Electric Inc., in an amount NOT TO EXCEED $50,000.

The contract is available online at:  http://www.solano.edu/measureq/planning.php
REQUEST FOR APPROVAL OF CURRICULUM ITEMS AS SUBMITTED BY THE CURRICULUM COMMITTEE, A SUBCOMMITTEE OF THE ACADEMIC SENATE

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
During the Fall 2020 semester in the month of December, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

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

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

SUPERINTENDENT’S RECOMMENDATION:
☒ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

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

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

ADDRESS

4000 Suisun Valley Road
Fairfield, CA 94534

TELEPHONE NUMBER

(707) 864-7102

VICE PRESIDENT APPROVAL

February 2, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

February 17, 2021
During the Fall 2020 semester in the month of December, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

CONSENT ITEM
None

ACTION ITEM
Correspondence Addendum

NEW COURSE
Course
THEA 148A Special Advanced Topics in Theatre: For Actors
THEA 148B Special Advanced Topics in Theatre: Technical Theatre
THEA 148C Special Advanced Topics in Theatre: Costuming
THEA 148D Special Advanced Topics in Theatre: Management and Direction
ARTD 144B Adobe Illustrator Bootcamp
ARTD 144C Adobe Photoshop Bootcamp
ARTD 144D Digital Illustration Bootcamp
ARTD 144E Portfolio and Publication Bootcamp
ARTD 144F Animation Bootcamp
PHOT 164 Digital Printing for Photographers

COURSE MODIFICATION
Course | Modification
---|---
ART 045A | Graphic Design I

COURSE INACTIVATION
Course
PHOT 171L Digital Imaging Practicum
PHOT 173L DSLR Videography Practicum
PHOT 130L Film Photography Practicum

CURRICULUM REVIEW
Course
None

NEW PROGRAM
Program
None
### PROGRAM MODIFICATION

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<tr>
<th>Program</th>
<th>Modification</th>
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<tbody>
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<td>Photography, Professional Certificate of Achievement</td>
<td>Courses</td>
</tr>
<tr>
<td>Photography, Professional A.A.</td>
<td>Courses</td>
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### PROGRAM INACTIVATION

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<thead>
<tr>
<th>Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
</tr>
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TO: Members of the Governing Board

SUBJECT: TUITION DISCOUNT AGREEMENT BETWEEN SOLANO
COMMUNITY COLLEGE AND CALIFORNIA BAPTIST
UNIVERSITY FOR STUDENTS IN THE FAST TRACK TO
SUCCESS PROGRAM

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
An agreement between Solano Community College District and California Baptist University is
being presented for review and approval by the Governing Board. This agreement offers equitable
opportunities to promote and recruit SCC students for enrollment into CBU academic programs.
The agreement allows for a waiver of application fees and a maximum of 30% tuition scholarship
for eligible former and current SCC students who participate in the Fast Track to Success Program
at California Baptist University.

STUDENT SUCCESS IMPACT:
☒ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☐ Other: ___________________________________________________________________

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

SUPERINTENDENT’S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Kristin Conner EdD, Dean of Counseling Services

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

ADDRESS
707-864-7

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

VICE PRESIDENT APPROVAL

February 3, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

February 17, 2021
Memorandum of Understanding

This AGREEMENT (hereinafter “Agreement”) is entered into the 11th day of January 2021 by and between California Baptist University (hereinafter “University” or “CBU”) and Solano Community College (SCC). CBU and SCC may be referred to individually as “Party” or collectively as “Parties”.

The purpose of this Agreement is to define the intent of both parties to enter into a mutually beneficial agreement under the conditions here outlined for the purpose of enrolling students of SCC in CBU academic programs.

As a partner with CBU, SCC offers equitable opportunities along with its other college and university partners to promote and recruit SCC students for enrollment into CBU academic programs.

The Parties Mutually Agree:

A. This Agreement is effective as of January 11, 2021 and shall terminate three (3) years from that date, unless previously terminated by either Party. The Parties may renew this agreement upon mutual consent. Any extension of the term of this Agreement, or amendment to the terms of this Agreement, shall be in writing and signed by both Parties.

B. Either Party may terminate this Agreement, with or without cause at any time, by giving the other Party thirty (30) days’ written notice.

C. CBU shall waive application fees and offer a thirty percent (30%) tuition scholarship to eligible graduates, former students, or students of SCC (eligibility to be verified by SCC upon request) who participate in the “Fast Track to Success Program” and attend cohort classes online. Participants in the “Fast Track to Success Program” must be enrolled in a minimum of twelve (12) units per semester at the undergraduate level to receive the thirty percent (30%) tuition scholarship. Should the student drop below twelve (12) units per semester at the undergraduate level, the tuition scholarship will be reduced to ten percent (10%). The tuition scholarship applies only to tuition, and no other fees (other than the application fee) will be discounted. The tuition discounts apply provided that student accounts remain current. The discounts and scholarship described herein does not apply to the University’s RN to BSN program and may not be combined with other institutional aid.

D. The scholarship and academic programs shall remain in place for students in good standing who maintain continuous enrollment, regardless of their status with SCC or the dissolution of the partnership between CBU and SCC. Students currently or previously enrolled at CBU may
not seek retroactive discounts or scholarships for tuition or fees paid prior to verification of their eligibility.

Graduates, former students, or students of SCC who complete one degree at CBU and wish to pursue another must be re-verified by SCC as an eligible graduate, former student, or student.

E. Students wishing to enroll at CBU will be required to apply for admission and be accepted in accordance with CBU’s existing admission requirements and processes. It is the sole responsibility of the SCC graduate, former student, or student to notify CBU of their intent to request the application fee waiver and scholarship. Failure to do so before the last day to add a class will result in ineligibility. All admitted students shall have an educational plan created by CBU with all approved transferable courses identified and posted to their CBU records. CBU shall accept students with an Associate’s Degree for Transfer (ADT) pending they meet the other admissions requirements including GPA. CBU shall also waive all general education course work (with the exception of the English and Christian Studies requirements) for those with an ADT, IGETC or CSU Certified Associates degree.

F. CBU reserves the right to modify these programs, price, offerings or curriculum at any time.

G. Unless otherwise negotiated, classes and programs will be held online to encourage and support both Parties commitment to providing lifelong learning to students.

H. Graduates, former students, or students of SCC may apply for Federal student loans the same as other students attending classes at CBU.

I. SCC will incur no financial obligation to CBU other than those it may voluntarily assume. Students will otherwise be personally responsible to CBU for payment of fees and tuition.

J. Policies stated in the CBU University Catalog and Student Handbook shall apply to graduates, former students, or students of SCC. These policies pertain to graduation requirements, academic honesty, withdrawal, re-enrollment, grade disputes and other policies important to all students undertaking degree work at CBU.

K. CBU shall defend, indemnify and hold SCC, its officers, agents and employees harmless from and against any and all liability, loss, expense, including reasonable attorneys’ fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss expense, attorneys’ fees, or claims for injury or damages are caused by or result from the negligent or intentional acts, errors or omissions of CBU, its officers, agents or employees.

L. SCC shall defend, indemnify and hold CBU, its officers, employees and agents harmless from and against any and all liability, loss, expense, including reasonable attorneys’ fees or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys’ fees, or claims for injury or damages are caused by or result from the negligent or intentional acts, errors or omissions of SCC, its officers, agents or employees.

M. SCC shall provide opportunities for the University to market this tuition discount and related program offerings to their graduates, former students, or students including on-site
information meetings, education fairs and advertisements in college publications, website links and other means of promotion that SCC deems appropriate. During the pendency of the coronavirus pandemic, meetings and fairs may be delivered through virtual format.

N. The following programs are eligible for consideration for the "Fast Track to Success Program" for Solano Community College:

<table>
<thead>
<tr>
<th>Major</th>
<th>Degree</th>
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<tbody>
<tr>
<td>Accounting</td>
<td>BS</td>
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<tr>
<td>Business Administration</td>
<td>BA</td>
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<tr>
<td>Concentration in Logistics and Operations</td>
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<tr>
<td>Concentration in Management</td>
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<tr>
<td>Christian Ministries</td>
<td>BA</td>
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<tr>
<td>Communication Studies</td>
<td>BA</td>
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<tr>
<td>Computer Information Technology</td>
<td>BS</td>
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<td>Criminal Justice</td>
<td>BS</td>
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<tr>
<td>Cyber Security</td>
<td>BS</td>
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<tr>
<td>Early Childhood Studies</td>
<td>BA</td>
</tr>
<tr>
<td>Emphasis in Early Childhood Intervention</td>
<td></td>
</tr>
<tr>
<td>English</td>
<td>BA</td>
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<tr>
<td>Graphic Design and Digital Media</td>
<td>BA</td>
</tr>
<tr>
<td>Healthcare Administration and Management</td>
<td>BS</td>
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<tr>
<td>Human Services</td>
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<tr>
<td>Kinesiology</td>
<td>BS</td>
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<td>Liberal Studies</td>
<td>BA</td>
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<tr>
<td>Emphasis in English</td>
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<tr>
<td>Emphasis in Human Development</td>
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<tr>
<td>Emphasis in Kinesiology</td>
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<tr>
<td>Emphasis in Social Science</td>
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<td>Marketing</td>
<td>BS</td>
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<td>Network Administration and Management</td>
<td>BS</td>
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<td>Organizational Leadership</td>
<td>BA</td>
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<td>Psychology</td>
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<td>Public Health</td>
<td>BS</td>
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<td>Public Administration</td>
<td>BA</td>
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<td>Public Relations</td>
<td>BA</td>
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<td>Sociology</td>
<td>BA</td>
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<tr>
<td>Sport, Recreation and Fitness Management</td>
<td>BA</td>
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O. Miscellaneous Provisions

1. Authority. The undersigned individuals hereby represent that they are authorized to execute this Agreement on behalf of their respective organizations, and each party represents that this Agreement constitutes a legal and binding obligation of the Parties.
2. **Severability.** It is agreed that if any provision of this Agreement shall be determined to be void by a court of competent jurisdiction, then so long as such determination shall not affect any other material provisions of this Agreement and continue to allow this Agreement to be performed in the reasonable expectations of both Parties, then this Agreement and all such other provisions shall remain in full force and effect.

3. **Notices.** Any notice required or permitted to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed via first class mail, or by a reputable overnight delivery service, or by personal delivery, and directed to the address of such Party set forth below:

**SOLANO COMMUNITY COLLEGE**

**CONTACT INFORMATION:**

Solano Community College  
4000 Suisun Valley Road  
Fairfield, CA 94534  
Attn: Emily Burt  
Transfer Center/Articulation Coordinator  
Tel: (707) 864-7158  
Email: Emily.burt@solano.edu

**CBU CONTACT INFORMATION:**

California Baptist University  
10370 Hemet Street  
Riverside, CA 92503  
Attn: Merritt Robinson  
Dean of Enrollment Services  
Tel: (951) 343-3912  
Email: merobinson@calbaptist.edu

4. **Complete Agreement.** This Agreement represents the Parties' final and complete agreement, and this Agreement shall supersede all other understandings, discussion and/or agreements between the Parties, including the Prior MOU, with regard to the subject matter in the Agreement.

5. **Governing Law.** This Agreement shall be construed in accordance with the laws of the State of California and in effect at the time of the execution of this Agreement.

6. **Counterparts.** The Parties agree that separate copies of this Agreement be signed by each of the Parties to the Agreement and these copies will have the same force and effect as if the original had been signed by all Parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement effective as of the Effective Date.

**SOLANO COMMUNITY COLLEGE**

By [Signature]
David Williams, PhD  
Vice President-Academic Affairs

**CALIFORNIA BAPTIST UNIVERSITY**

By [Signature]
Mark Howe  
Vice President for Finance and Administration
AGENDA ITEM 13.(l)  
MEETING DATE February 17, 2021  

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM  

TO:   Members of the Governing Board  

SUBJECT: RESOLUTION NO. 20/21-17 PROCLAIMING FEBRUARY 2021 AS BLACK HISTORY MONTH  

REQUESTED ACTION:  
- Information OR ☒ Approval  
- Consent OR ☐ Non-Consent  

SUMMARY:  
Board approval of Resolution No. 20/21-17 to proclaim February 2021 as Black History Month.  

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

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<th>Ed. Code:</th>
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<th>Estimated Fiscal Impact:</th>
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SUPERINTENDENT’S RECOMMENDATION: ☒ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE  

Shannon Cooper, Psy.D  
Vice President, Student Services  

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

ADDRESS  
(707) 864-7159  

TELEPHONE NUMBER  

Shannon Cooper  
VICE PRESIDENT APPROVAL  
February 5, 2021  

DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT  

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

DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT  
February 17, 2021  

-46-
WHEREAS, The Solano Community College District Governing Board honors the heritage of African Americans and acknowledges their many contributions to our Nation; and

WHEREAS, the 2021 National Black History Month Theme is “The Black Family: Representation, Identity, and Diversity,” and

WHEREAS, Dr. Carter Woodson established Black History Month Week in February 1925, choosing a month that marks the birthdays of two important men who greatly impacted the American black population, Abraham Lincoln and Frederick Douglass; and

WHEREAS, in the year 1976, the observance was expanded to Black History Month; and

WHEREAS, the theme of this years’ celebration focuses especially on The Black Family: Representation, Identity, and Diversity; and

WHEREAS, this month holds great significance from the many milestones it contains: on February 23, 1868, the civil rights leader and co-founder of the NAACP, W.E.B. DuBois, was born; on February 3, 1870, the 15th Amendment, granting Blacks the right to vote, was passed; on February 12, 1909, the NAACP was founded; and on February 1, 1960, a civil rights movement milestone occurred when a group of black college students began a sit-in at a segregated Woolworth’s lunch counter in Greensboro, NC; now therefore be it

RESOLVED, that the Solano Community College District Governing Board proclaims February 2021, as Black History Month.
PASSED AND ADOPTED, This 17th day of February 2021, by the Governing Board of Solano Community College District.

DENIS HONEYCHURCH, J.D.  
BOARD PRESIDENT

CELIA ESPOSITO-NOY, Ed.D.  
SECRETARY
AGENDA ITEM 13.(m)  
MEETING DATE February 17, 2021

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESOLUTION NO. 20/21-18 PROCLAIMING MARCH 2021 AS WOMEN’S HISTORY MONTH

REQUESTED ACTION:

☐ Information OR ☑ Approval  
☐ Consent OR ☑ Non-Consent

SUMMARY:

Board approval of Resolution No. 20/21-18 to proclaim March 2021 as Women’s History Month.

STUDENT SUCCESS IMPACT:

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

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SUPERINTENDENT’S RECOMMENDATION: ☑ APPROVAL ☐ DISAPPROVAL ☐ NOT REQUIRED ☐ TABLE

Shannon Cooper, Psy.D  
Vice President, Student Services

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

ADDRESS  
(707) 864-7159

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL  
February 5, 2021

DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT

DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT

February 17, 2021
WHEREAS, Women have been equal partners in the development and history of the United States and

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

WHEREAS, Women’s roles in history and their contributions to world civilizations have been overlooked in the past; and

WHEREAS the theme of Women’s History Month 2021 is “Valiant Women of the Vote: Refusing to be Silenced”; and

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

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

RESOLVED, that the Solano Community College District Governing Board proclaims March 2021, as Women’s History Month.
PASSED AND ADOPTED, This 17th day of February 2021, by the Governing Board of Solano Community College District.

DENIS HONEYCHURCH, J.D.
BOARD PRESIDENT

CELIA ESPOSITO-NOY, Ed.D.
SECRETARY
TO: Members of the Governing Board

SUBJECT: CCFS-311 ANNUAL BUDGET AND FINANCIAL REPORT

REQUESTED ACTION:

☑ Information OR ☐ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:

The annual CCFS-311 "Annual Budget and Financial Report" for 2019-20 was submitted to the California Community Colleges Chancellor's Office and is submitted to the Board for your information. This report is publicly available at https://solano.edu/finance_admin/2020/201920FYCCFS311AnnualDataasof11252020.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:

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SUPERINTENDENT’S RECOMMENDATION: ☑ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL TABLE

Robert V. Diamond
Vice President, Finance & Administration

PRESENTERS NAME
4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS
(707) 864-7209

TELEPHONE NUMBER
Robert V. Diamond
Vice President, Finance & Administration

Vice President Approval
February 5, 2021

DATE SUBMITTED TO

DATE APPROVED BY
February 17, 2021

SUPERINTENDENT-PRESIDENT

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