

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

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: CONSENT CALENDAR - HUMAN RESOURCES

REQUESTED ACTION: APPROVAL

EMPLOYMENT 2022-2023

Regular Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Jordan Ford	Grounds Maintenance Technician	03/16/2023

Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Michael Rose	Grounds Maintenance Technician	03/06/2023

Adjunct Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Jeanne Hayden	Adjunct Nursing Instructor (Not to exceed 67%)	03/08/23-05/25/23
Ricardo Irizarry	Adjunct EMT Instructor (Not to exceed 67%)	03/08/23-05/25/23

Salvatore Abbate
Human Resources

March 3, 2023

Date Submitted

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

March 15, 2023

Date Approved

Short-Term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Lance Barnett	Special Project	General	02/23/23-06/30/23	\$26.00/hr.
Sarah Barsness	Faculty Mentor	Faculty Prof Development	01/17/23-05/25/23	\$300.00 (lump sum)
Jose Cortes	Faculty Mentor	Faculty Prof Development	01/17/23-05/25/23	\$600.00 (lump sum)
Amy Dauffenbach	Faculty Mentor	Faculty Prof Development	01/17/23-05/25/23	\$900.00 (lump sum)
Ferdinanda Florence	Faculty Mentor	Faculty Prof Development	01/17/23-05/25/23	\$600.00 (lump sum)
Jeanne Hayden	Clinical Site Training; Adjunct Nursing	General	03/08/23-05/25/23	\$58.59/hr.
Wini Hunton-Chan	Faculty Mentor	Faculty Prof Development	01/17/23-05/25/23	\$600.00 (lump sum)
Theresa Jaimez	Faculty Mentor	Faculty Prof Development	01/17/23-05/25/23	\$600.00 (lump sum)
Drew Kostal	Adjunct Instructor – Fire Academy	General	12/01/22-03/30/23	\$74.44/hr.
Clitdell Long	Special Project	SEA	03/16/23-06/30/23	\$26.00/hr.
Andrew McGee	Faculty Mentor	Faculty Prof Development	01/17/23-05/25/23	\$600.00 (lump sum)
Julia McGee	Special Project	General	03/16/23-06/30/23	\$26.00/hr.
John Perez	Faculty Mentor	Faculty Prof Development	01/17/23-05/25/23	\$300.00 (lump sum)
David Psaila	Journey Level Asst - Fire	General	03/16/23-06/30/23	\$26.00/hr.
Michael Reilly	Applied Music; Adjunct Vocal Instruction	General	03/02/23-05/18/23	\$64.82/hr.

AGENDA ITEM 11.(c)
MEETING DATE March 15, 2023

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

TO: Members of the Governing Board

SUBJECT: WARRANTS – FEBRUARY 2023

REQUESTED ACTION:

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

SUMMARY:

2/3/2023	AP Vendor Payments	11117785 - 11117890	\$457,061.16
2/3/2023	CP Vendor Payments	11117891 - 11117892	\$2,508.88
2/3/2023	QC Vendor Payments	11117893	\$439.58
2/3/2023	QD Vendor Payments	11117794	\$19,086.55
2/10/2023	AP Vendor Payments	11117895 - 11117982	\$443,966.50
2/10/2023	CP Vendor Payments	11117893 - 11117985	\$2,326.31
2/10/2023	QC Vendor Payments	11117986 - 11117988	\$13,499.08
2/10/2023	QD Vendor Payments	11117989 - 11117991	\$279,427.00

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

Ed. Code: 70902 & 81656 Board Policy: 3240 Estimated Fiscal Impact: \$

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

Susan Wheat
Vice President, Finance and Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

TELEPHONE NUMBER

Susan Wheat, Finance and Administration

VICE PRESIDENT APPROVAL

March 3, 2023

DATE SUBMITTED TO

SUPERINTENDENT-PRESIDENT

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

March 15, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

AGENDA ITEM 11.(c)
MEETING DATE March 15, 2023

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

TO: Members of the Governing Board

SUBJECT: WARRANTS – FEBRUARY 2023

REQUESTED ACTION:

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

SUMMARY:

2/16/2023	SR Payments	11117992 - 11118714	\$228,063.62
2/16/2023	AP Vendor Payments	11118715 - 11118794	\$203,498.66
2/16/2023	CP Vendor Payments	11118795 - 11118796	\$945.00
2/16/2023	QC Vendor Payments	11118797 - 11119798	\$53,506.18
2/16/2023	QD Vendor Payments	11118799	\$43,466.65
2/16/2023	QE Vendor Payments	11118800	\$2,160.00
2/27/2023	AP Vendor Payments	11118801 - 11118903	\$285,191.41
2/27/2023	QD Vendor Payments	11118904 - 11118906	\$232,310.80
2/27/2023	QE Vendor Payments	11118907 - 11118908	\$22,049.65
		Total Vendor Payments	\$2,289,507.03

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

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: CONSENT CALENDAR – FINANCE & ADMINISTRATION

REQUESTED ACTION: APPROVAL

PERSONAL SERVICES AGREEMENTS

Academic Affairs
David Williams, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Caleb Phair	Will provide piano accompaniment to students in vocal performance groups such as choir and chorus during rehearsals and performances at \$50 per hour payable upon receipt of invoice(s) with dates, hours, and location of services; not to include travel time.	03/02/23-05/18/23	Not to Exceed \$3,500.00

Student Services
Lisa Neeley, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Reyna Grande	Author will give a presentation about her life and writing career for Solano creative writing, Puente and early college high school students,	03/09/23-03/09/23	Not to Exceed \$5,000.00
Sandra Trujillo	Consultant's dance troupe provided a Mexican Folklorico dance presentation at the opening ceremony of the Ofrenda art exhibit held in the Gallery in November 2022.	11/28/22-11/29/22	Not to Exceed \$500.00

Susan Wheet
Vice President, Finance & Administration

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

March 3, 2023

March 15, 2023

Date Submitted

Date Approved

AGENDA ITEM 13.(a)
MEETING DATE March 15, 2023

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

TO: Members of the Governing Board
SUBJECT: MOU BETWEEN SOLANO COMMUNITY COLLEGE (SCC)
AND CALIFORNIA STATE UNIVERSITY, SONOMA (SSU)

REQUESTED ACTION:

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

SUMMARY:

Dr. Elias Lopez from Sonoma State University will be presenting this Memorandum of Understanding between Solano Community College and California State University, Sonoma.

STUDENT SUCCESS IMPACT:

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

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT'S RECOMMENDATION:	<input checked="" type="checkbox"/> APPROVAL	<input type="checkbox"/> DISAPPROVAL
	<input type="checkbox"/> NOT REQUIRED	<input type="checkbox"/> TABLE

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

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7299

TELEPHONE NUMBER

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

March 15, 2023

VICE PRESIDENT APPROVAL

March 4, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Memorandum of Understanding
Between
Solano Community College (SCC)
And
California State University, Sonoma (SSU)

Solano Community College and California State University, Sonoma, desire to establish a relationship between the two institutions who agree to cooperate with each other as follows:

Scope of Cooperation

Subject to mutual consent, the areas of cooperation will include academic and support services offered by both institutions to carry out the development and implementation of Guaranteed Admissions. SCC will identify a Guaranteed Admissions point person and/or task force to implement the items listed in the scope of cooperation.

- A. SSU will communicate to the SCC point person regarding Guaranteed Admissions policies and processes and related upcoming SSU events and provide promotional materials and messaging regarding Guaranteed Admissions and related SSU programs and services for the SCC point person to distribute utilizing SCC communication tools. Communications may target populations such as: CC counselors, students, parents, student associations, clubs, etc.
- B. SCC will allow an SSU Representative, per the SSU Representative's availability, to promote Guaranteed Admissions to students. SCC will be responsible for coordinating and reserving a venue location for up to two presentations per academic calendar year.
- C. SCC will ensure that all students seeking Guaranteed Admissions complete A1 (speech), A2 (English composition), A3 (critical thinking) and B4 (GE Math) with a C- or better, a 2.0 minimum grade point average and 60 transferable units with 30 of those units being general education courses with a minimum grade point average of 2.0 for non-impacted majors.
- D. SCC acknowledges that Guaranteed Admissions does not apply to Impacted Majors as they have their own set of criteria that need to be met.

- a. Students who meet CSU minimum requirements but do not meet impacted major requirements will be admitted into their alternate major if listed on the application. See list of [Impacted Majors](#).
- E. SSU will organize campus events and programming annually for SCC students and families.
- F. SCC students must submit a Cal State Apply Application to SSU and pay the application fee by the application deadline.
 - a. SCC or another organization on behalf of SCC may [purchase application fee coupon codes](#) from the CSU to distribute to students.
- G. SCC students seeking Guaranteed Admission to SSU must complete an [ADT](#) or transfer pathway and be in good standing in the Fall or Spring term prior to their admission entry term at SSU.
- H. SCC will sign up as an eTranscript CA partner within the first year of the MOU and ensure delivery of transcripts to SSU is exclusively sent using eTranscript CA.

The terms for each specific service or activity implemented under this *Memorandum of Understanding* shall be mutually agreed upon in writing by both parties prior to the initiation of that activity and subject to available resources each academic year. Any such agreements entered into, as outlined above, will form appendixes to this *Memorandum of Understanding*. The designated liaisons for the purposes of executing services and activities for Guaranteed Admissions are:

Solano Community College

Name: XX

Title: Program Coordinator

Address: XX

XX

Telephone: (707)

Fax: (707)

Email: XX@

Sonoma State University

Name: XX

Title:

Address: 1801 East Cotati Avenue
Rohnert Park, CA, 94928

Telephone: (707) 664

Fax: (707) 664

Email: XX@sonoma.edu

Notification of any change in liaisons shall be made by letter without amending this *Memorandum of Understanding*.

Renewal, Termination, and Amendment

This Memorandum of Understanding shall remain in force for a period of four (4) years from the date of execution, with the understanding that it may be terminated by the appropriate authorities of either party giving six months notice to the other party in writing, unless an earlier termination date is mutually agreed upon. The Memorandum of Understanding may be amended or extended by mutual written consent of the two parties.

Solano Community College

Signature: _____

Name: XX

Title: XX

Date:

California State University, Sonoma

Signature: _____

Name: Dr XX

Title: President, Sonoma State
University

Date:

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESOLUTION NO. 22/23-28 ESTABLISHMENT OF THE
NONRESIDENT AND INTERNATIONAL STUDENT FEES
FOR 2023-2024

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for Resolution No. 22/23-28, establishment of the nonresident and international student fees for 2023-2024. The 2022-23 current nonresident tuition fee is \$304.00 per unit and \$11 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

Ed. Code: *Board Policy: 3020* *Estimated Fiscal Impact: N/A*

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

Susan Wheet

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

ADDRESS

(707) 864-7259

TELEPHONE NUMBER
Susan Wheet

Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 3, 2023

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

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

March 15, 2023

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

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

TO: Members of the Governing Board

**SUBJECT: RESOLUTION NO. 22/23-28 ESTABLISHMENT OF THE
NONRESIDENT AND INTERNATIONAL STUDENT FEES
FOR 2023-2024**

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 2023-2024 nonresident and international student fee be established at \$368.00 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. 22/23-28 is attached, along with the 2023-2024 Nonresident Fee Worksheet.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**ESTABLISHMENT OF NONRESIDENT AND INTERNATIONAL
STUDENT FEE FOR THE 2023-2024 ACADEMIC YEAR**

RESOLUTION NO. 22/23-28

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 2022-2023, beginning with the summer session, be established at \$368.00 per unit, which is based on (C) no more than the rate of a contiguous district, and the \$11 per semester unit for nonresident capital outlay.

PASSED AND ADOPTED, This 15th day of March 2023, by the Governing Board of the Solano Community College District.

DENIS HONEYCHURCH, J.D.
BOARD PRESIDENT

CELIA ESPOSITO-NOY, Ed.D.
SECRETARY

District: Solano Community College District**Term:** Semester**Nonresident Tuition Fee Options****A.1 District Average Cost**

A. District Expense of Education for Base Year	\$	62,196,445
B. District Annual Total FTES		6,179
C. Average Expense of Education per FTES (A/B)	\$	10,065
D. U.S. Consumer Price Index Compound Factor		1.0970
E. Average Cost per FTES for Tuition Year (C x D)		11,041
F. Nonresident Tuition Fee per Semester Unit (E/30)		368

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

Noncredit FTES percent of Total		0.0%
A. District CREDIT ONLY Expense of Education for Base Year		
B. Annual Total FTES	N/A	
C. Average Expense of Education per FTES (A/B)	N/A	
D. U.S. Consumer Price Index Compound Factor		1.0970
E. Average Cost per FTES for Tuition Year (C x D)	N/A	
F. Nonresident Tuition Fee per Semester Unit (E/30)	N/A	

B.1 Statewide Average Cost

A. Statewide Expense of Education for Base Year		10,527,821,493
B. Statewide Annual Total FTES		929,867
C. Average Expense of Education per FTES (A/B)	\$	11,322
D. U.S. Consumer Price Index Compound Factor		1.0970
E. Average Cost per FTES for Tuition Year (C x D)		12,420
F. Nonresident Tuition Fee per Semester Unit (E/30)	\$	414

B.2 Highest Statewide Average Cost

Highest year of the succeeding, current, and 4 prior years.		2023-24
Nonresident Tuition Fee per Semester Unit	\$	414

C Contiguous District

Contiguous District	LOS RIOS
Maximum Fee (Contiguous District Nonresident Tuition Fee)	395
Nonresident Tuition Fee per Semester Unit	\$ 395

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

Minimum (Option B.1 - Statewide Average Cost) per Semester Unit	\$	414
Maximum (Option A.1 - District Average Cost) per Unit	\$	368
Nonresident Tuition Fee per Semester Unit	\$	368

E Comparable States Average

Nonresident Tuition Fee per Semester Unit	\$	400
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Nonresident Capital Outlay Fee

A. Capital Outlay expense - prior year	\$	11
B. FTES total from prior year		6,179
C. Capital outlay expense per FTES (A/B)	\$	0
D. Capital Outlay Fee per Semester Unit (C/30)	\$	-
E. Adopted Nonresident Tuition Fee	\$	368
F. 50% of Adopted Nonresident Tuition Fee	\$	184
G. Maximum Nonresident Capital Outlay Fee (lesser of D or F)	\$	-

California Community Colleges
2023-24 Nonresident Tuition and Capital Outlay Fee
Solano Community College District

The district governing board has established Nonresident Fees as shown below.

Adoption Date: _____

Nonresident Tuition Fee

Basis for Adoption (Select one)		Fee
<input type="checkbox"/>	A.1 - District Average Cost	
<input type="checkbox"/>	A.2 - District Average Cost with 10 Percent or More Noncredit FTES	
<input type="checkbox"/>	B.1 - Statewide Average Cost	
<input type="checkbox"/>	B.2 - Highest Statewide Average Cost	
<input type="checkbox"/>	C - Contiguous District	
<input checked="" type="checkbox"/>	D - Between Statewide Average Expense of Education & District Expense of Education	\$ 368
<input type="checkbox"/>	E - Comparable States Average	

Nonresident Capital Outlay

Maximum Nonresident Capital Outlay Fee is \$ 0

<input checked="" type="checkbox"/>	Nonresident Capital Outlay Fee	\$ 11
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Contact Information

Signature: _____

Name: Susan Wheel

Title: VP of Finance & Administration

Phone: 707-864-7209

Email: susan.wheel@solano.edu

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

TO: Members of the Governing Board

**SUBJECT: RESOLUTION NO. 22/23-29 DESIGNATION AND
DISPOSAL/DISPOSITION OF DISTRICT SURPLUS
EQUIPMENT AND PROPERTY – FREEZER**

REQUESTED ACTION:

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

SUMMARY:

In compliance with the 81000 series of the California Education Code for appropriate disposition methods and/or restrictions, staff is requesting approval of the attached Resolution No. 22/23-29 authorizing the disposal of a Thermo Scientific GPF Series Freezer, which is unsatisfactory for retention and not suitable for school use.

The resolution is attached for approval.

STUDENT SUCCESS IMPACT:

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

Ed. Code: 70902 (b)(6)81450-81460 Board Policy: 3320 Estimated Fiscal Impact: N/A

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

Susan Wheet
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Susan Wheet
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 3, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

March 15, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**DESIGNATION AND DISPOSAL/DISPOSITION OF
SURPLUS EQUIPMENT AND PROPERTY- THERMO SCIENTIFIC FREEZER**

RESOLUTION NO. 22/23-29

WHEREAS, The California Education Code (Section(s) 81450-81460) outlines the process and restrictions for disposal of surplus items, and specifically provides that if the Governing Board of the Solano Community College District, by a unanimous vote of those members present, finds that the property, whether one or more items, is unsatisfactory and/or not suitable for school use, the property may be sold at public auction or otherwise disposed of in accordance with the provisions of E.C. Section 81450; and

WHEREAS, The Governing Board of the Solano Community College District has determined that the personal property, described as one (1) Thermo Scientific GPF Series Freezer (Serial number 1162566601170525); located at the District's SCC Campus in Vacaville and is no longer needed for instructional use; now therefore be it

RESOLVED, The Director of Facilities, with the approval of the Superintendent-President, is authorized to donate or dispose of said property.

APPROVED, PASSED AND ADOPTED This 15th day of March 2023, by the Governing Board of Solano Community College District.

DENIS HONEYCHURCH, J.D.,
BOARD PRESIDENT

CELIA ESPOSITO-NOY, Ed.D.,
SECRETARY



Solano Community College District Disposition or Trade-In College Equipment

RESET

It is requested that the equipment inventory records for the listed equipment be adjusted as follows:
(Check only one reason)

- ☐ Returned to vendor (attach to yellow copy of approved form)
☐ Lost or stolen (attach copy of theft report form)
☐ To be sold as surplus
☐ To be destroyed or broken up for parts
☒ Trade-in or sale in lieu of trade-in list P.O. number and vendor

Asset No.	Description	For Surplus	Items Only
		Building No.	Room No.
	Thermo Scientific GPF Series Freezer		
	Model # MF25SS-SAE-ES		
	Serial # 1162566601170525		
	Original Purchase Order # P0171022		
	Trade-in Purchase Order # P0231058		
	Fisher Scientific		

Note: If the item is too destroyed or broken-up for parts it will be taken to the recycle area and will not require pickup by the warehouseman, unless so noted on this sheet.

Action Performed by: Jennifer Low Date 2/14/2023

Division or Organizational Unit: Science - Biotech

Approved by:  Date 02/22/2023
Technology Services and Support

For District Facilities Office Use

For Surplus Items:

Board authorization to sell _____

Invoice/receipt number and date _____

Distribution: District Director of Facilities, Duplicate for your files, Fixed Asset Disposition and Trade-in

SUBMIT

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AGREEMENT WITH VICTORY DEALER
GROUP FOR A CHEVROLET SILVERADO TRUCK WITH
AFTER MARKET ACCESSORIES**

REQUESTED ACTION:

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

SUMMARY: Board approval is requested for the Contract Agreement with Victory Dealer Group to purchase a commercial-grade Chevrolet Silverado truck with aftermarket accessories.

The benefits to upgrading to a newer model include:

- New, state-of-the-art technology
- Optimal gas mileage and reliability
- Lower Service Costs

STUDENT SUCCESS IMPACT:

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

<i>Government Code:</i>	<i>N/A</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$73,227.15</i>
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SUPERINTENDENT'S RECOMMENDATION:

☒ **APPROVAL** ☐ **DISAPPROVAL**
☐ **NOT REQUIRED** ☐ **TABLE**

Susan Wheet
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Susan Wheet
Finance & Administration

VICE PRESIDENT APPROVAL

March 3, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

March 15, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**



R0023053

Victory Dealer Group
Vendor ID: 101001146

BUYER		CO-BUYER			
SOLANO COMMUNITY COLLEGE 4000 SUISUN VALLEY RD FAIRFIELD, CA 94534 Cell #: (707) 580-6403 Email: JEFFERY.LEHFELDT@SOLANO.EDU				Deal #: 149105 Deal Type: Retail Deal Date: 02/22/2023 Print Time: 12:59pm	
				Salesperson: DAMIEN SCHIELE	
VEHICLE					
New <input checked="" type="checkbox"/> Used <input type="checkbox"/> Demo <input type="checkbox"/>	Stock #:	Description:	VIN:	Mileage:	
	F2580	2023 CHEVROLET TRUCK SILVERADO 2...	1GB2WLE71PF197240	10	
TRADE					
AFTERMARKETS					
1800 LIFT GATE AND CLASS 5 HIT		\$	6,895.00		
UTLITY W/RACKS AND BACKUP CAME		\$	14,999.00		
		Sale Price: \$ 45,978.00 Total Financed Aftermarkets: \$ 21,894.00 Total Trade Allowance: \$ 0.00 Trade Difference: \$ 67,872.00 Doc Fee: \$ 85.00 State & Local Taxes: \$ 5,691.40 Total License and Fees: \$ 78.75 Total Cash Price: \$ 73,727.15 Total Trade Payoff: \$ 0.00 Delivered Price: \$ 73,727.15 Cash Down Payment + Deposit: \$ 0.00 Total Rebates: \$ 500.00 Sub Total: \$ 73,227.15 Service Agreement: \$ 0.00 Maintenance Agreement: \$ 0.00 GAP Insurance: \$ 0.00 Credit Life, Accident & Health: \$ 0.00 Other: \$ 0.00 Amount Financed: \$ 73,227.15			
Total Aftermarkets:		\$	21,894.00		
Rate:					
Amount Financed:		\$	73,227.15		

AGENDA ITEM 13.(e)
MEETING DATE March 15, 2023

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

TO: Members of the Governing Board

SUBJECT: CONTRACT AGREEMENT WITH ALL ABOUT A FARM

REQUESTED ACTION:

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

SUMMARY: A family fun social event on April 21, 2023 for the children and families of the Early Learning Center include All About a Farm petting zoo to provide a social activity to address concerns of being disconnected and isolated from the other families since COVID-19 began.

STUDENT SUCCESS IMPACT:

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

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact:</i> \$400
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SUPERINTENDENT'S RECOMMENDATION: ☒ **APPROVAL** ☐ **DISAPPROVAL**
☐ **NOT REQUIRED** ☐ **TABLE**

Lisa Neeley
Vice President, Student Services

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7159

TELEPHONE NUMBER

Lisa Neeley
VICE PRESIDENT APPROVAL

March 1, 2023
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

March 15, 2023
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Terms of Service Agreement for Petting Zoo

The following Terms of Service Agreement is effective beginning 2/3/2023 and ending after services have been provided on 4/21/23 unless terminated prior to that date.

BETWEEN: Morgan Sasser

All About a Farm

P.O. Box 55, Davis, CA, 95616

AND: Solano Community College- Early Learning Center

Services Provided

Petting zoo from 2:30m to 4pm

Petting zoo animals should always include but are not limited to: 3 chickens, 2 bunnies, 2 goats, and 2 ducks unless otherwise agreed upon. Some events may be entitled to more animals of the same variety; however, this is not guaranteed and is given based on availability and expected number of visitors.

Fees and Other Charges

The total fees for this event are \$ 400 for the time period of 1.5 hrs. A deposit of \$ 0 is due at the official time of booking. The remaining balance of \$ 400 with the additional cost of time if the client wishes to extend the booking is due following the scheduled time of booking. Payment may be accepted in the form of cash, check, Venmo (@Morgan-Sasser-2), PayPal (info@allaboutafarm.com), or credit/debit card.

Cancellation Policy

- a. Deposits are non-refundable for client cancellations made 24 hours or more past the time of initial payment.
- b. Time/date changes made less than 24 hours before the scheduled start time are subject to a \$25 inconvenience fee.
- c. If All About a Farm is to cancel the booking, the client is entitled to the choice of: a full refund of the deposit, a credit with All About a Farm to be used at a later time, or a priority re-booking.
- d. Coronavirus/natural disaster clause- In the state of an emergency or pandemic where it is mandatory to cancel the booking, deposits are kept as a credit with All About a Farm. It is expected that the client will reschedule within one calendar

year; however, special conditions may apply and may be dealt with on a case-by-case basis.

Extension of Services

If the client wishes to extend the services at any time (i.e. lengthen the booking), additional payment of the determined hourly rate may be made along with the payment for the original allotted time. This is done at the discretion of the petting zoo operator.

Requirements

Requirements for the setup area are as follows:

- a. A space approximately 10' x 10' on a flat terrain free from highly toxic plants (i.e. oleander), preferably shaded or attendant is to be notified to bring a canopy
- b. Access to a water source such as a spigot, hose, or faucet at no more than 100ft from the setup area
- c. Parking space large enough for 1 car + 1 mini trailer no more than 1000 ft from the setup area

Petting Zoo Rules

Major rules will be explained by the attendant prior to or during entry, but guests are expected to adhere to the following:

- 1) Animals should not be picked up, carried, or held.
- 2) Hands, fingers, and toes are to be kept out of animals' orifices.
- 3) All guests should enter and exit through the petting zoo gate.
- 4) All guests should clean their hands with the provided hand sanitizer or wet wipes after interacting with the animals. Guests who decline or refuse hand sanitizer are expected to use their own or to wash their hands with soap and water.

Safety Policy

- a. We reserve the right to disallow anyone from interacting with the animals for safety considerations.
- b. If at any time the client feels a safety measure must be taken, it is to be the attendant's priority to determine the best mode of action.

Both parties involved agree to the terms of service stated above:



Morgan Sasser, All About a Farm LLC

Client signature

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

TO: Members of the Governing Board

**SUBJECT: MEASURE Q QUARTERLY PROGRESS UPDATE
REPORT TO THE GOVERNING BOARD**

REQUESTED ACTION:

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

SUMMARY:

The Solano CCD Measure Q Quarterly Update Report is presented for Board information. This report includes an overview of program and project activities for the Measure Q Bond Program for the period of July 1, 2022 – September 30, 2022.

Measure Q expenditures during this reporting period were \$1,744,482. Total expended to September 30, 2022 was \$215,605,430 (percentage spent is 60.9%).

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: Quarterly Reports provided to the Board of Trustees and the public regarding the use of bond funds.

Ed. Code: NA	Board Policy: NA	Estimated Fiscal Impact: \$0
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SUPERINTENDENT'S RECOMMENDATION:

☐ APPROVAL ☐ DISAPPROVAL
☒ NOT REQUIRED ☐ TABLE

Lucky Lofton
VP, Facilities and Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Susan Wheat
VP, Facilities and Executive Bonds Manager

VICE PRESIDENT APPROVAL

March 6, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

March 15, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: MEASURE Q QUARTERLY PROGRESS UPDATE
REPORT TO THE GOVERNING BOARD**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Sample of key activities this quarter:

Program: District staff and Bond Program team members continue to work on revisions to the Design Standards. We continue planning for and implementing the projects being funded by Series D and E funds.

Projects:

- Fairfield Library/Learning Resource Center Project (Building 100 Replacement): Construction continues. Punchlist work continues. Grading and sitework. Parking lot remediation. Close out proceeding.
- Fairfield Building 300 Modernization Project: Design work continues.
- Fairfield Early Learning Center Expansion Project: DSA comments received and approval to release for bid received. Bid Phase underway.
- Fairfield On Campus Housing Project: Needs assessment/market analysis complete. Non-student survey released. Financial analysis is underway. SB 169 \$150,000 planning grant was included in budget.
- Fairfield Small Capital Projects - Baseball and Softball Clubhouse Replacement: Site construction work continued. Clubhouse buildings received and placed on site.
- Fairfield Building 1400 Lighting Upgrade - Bidding in process.
- Fairfield Small Capital Projects – Quad Water Conservation: This project consists of a design update to the quad area south of the new Library/Learning Resource Center (LLRC) Building. The revised quad design will implement design strategies that will prioritize water conservation, sustainability, and minimal maintenance strategies. The architectural team that worked on the LLRC project has been selected and has begun work.
- Fairfield Small Capital Projects - Door Hardware Installation: Contractor pricing received, reviewed and accepted.
- Fairfield Small Capital Projects - Pedestrian & Vehicular Wayfinding Signs: Project close out is in process.
- Vacaville Aeronautics Nut Tree Facility Improvements: Construction started and has been completed, including punchlist work.
- Vacaville Annex HVAC/Roof Upgrade: Bids received and under review. Contractor selection pending.
- Vallejo Small Capital Projects - Belvedere Fence: Waiting on approval from the County to record.
- Vallejo Small Capital Projects - Auto Tech Vehicle Security: DSA comments received and addressed. Project is out for bid.

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

TO: Members of the Governing Board

**SUBJECT: MEASURE Q QUARTERLY PROGRESS UPDATE
REPORT TO THE GOVERNING BOARD**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Sample of key activities this quarter (continued):

Projects:

Districtwide Projects:

- IT Infrastructure Project (Phases 2): Equipment purchases and installations continue. Planning for and implementation of Series D and Series E funded work continues.
- IT Infrastructure Project (Phase 3): Planning for and implementation of Series D and Series E funded work continues. Equipment purchases and installations continue.
- Infrastructure Improvements – Central Plant Replacement: Design work continues.
- Infrastructure Improvements – Replacement Substations #3 and #4: Design criteria documents have been completed. Design-Builder selection is underway.
- Infrastructure Improvements – Solar Energy: Geotech Report is in process. Design review of 30% set is underway.
- Infrastructure Improvements – Swimming Pool Deck Replacement: Geotech report is complete. Design proposal received and accepted. Design is underway.
- Districtwide Parcel Lockers: This project will provide exterior lockers at the Fairfield Campus and the centers in Vacaville and Vallejo. These will allow for contactless material distribution and returns for students, faculty and staff. The project has begun and lockers are ordered.
- ADA Improvements (Phase 1): Work on the Self Evaluation Study of Policies and Procedures continues with District review.