

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

**TO: MEMBERS OF THE GOVERNING BOARD**

**SUBJECT: CONSENT CALENDAR - HUMAN RESOURCES**

**REQUESTED ACTION: APPROVAL**

**EMPLOYMENT 2023-2024**

<b><u>Regular Assignment</u></b>		
<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>
Brittani Pagan	Admin Asst (10-month) Applied Tech & Business	04/18/2024
Andrea Tunkara	Nin-Sworn Public Safety Officer	04/22/2024

<b><u>Change in Assignment</u></b>		
<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>
Jeff Lehfeldt	From Mechanic to Safety/Asset Coordinator	04/01/2024
Jeannette Ramos	From Admin Asst IV, Social & Behavioral Sciences to Enterprise Resource Analyst	04/18/2024
Laura Scott	From Purchasing Generalist to Enterprise Resource Analyst	04/18/2024

<b><u>District Resignation</u></b>		
<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>
Rosalyn Clark	MESA Coordinator 7 months service with SCC	04/08/2024

**Salvatore Abbate**  
 Human Resources

April 5, 2024

**Date Submitted**

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

April 17, 2024

**Date Approved**

SOLANO COMMUNITY COLLEGE HUMAN RESOURCES CONSENT CALENDAR

Governing Board Meeting

April 17, 2024

Page 2

<b>Short-Term/Temporary/Substitute</b>				
<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Fund/Grant</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Jane Ditona	Student Services Generalist	SEA	04/18/24-06/30/24	\$18.91/hr.
Andreas Kaiser	STEAM Aid/Lead	SWF	04/20/24-04/20/24	\$66.95/hr.
Amy Meachum	Special Project	General	04/18/24-06/30/24	\$50/00/hr.
Tim Mena	Pro Photo Workshop	Perkins	04/20/24-04/20/24	\$500.00 (Lump Sum)
Katherine Obeso	Student Services Generalist	SEA	04/18/24-06/30/24	\$18.91/hr.
Michelle Smith	STEAM Aid/Lead	SWF	04/20/24-04/20/24	\$78.90/hr.
Sheila Smith	Adjunct Instructor	SEA	04/22/24-05/31/24	\$500.00 (Lump Sum)

**REQUEST FOR REDUCED WORKLOAD**

In accordance with section 10.2 of the CCA/CTA/NEA Collective bargaining agreement, the following instructors are requesting a reduced workload for the 2022-2023 academic year. The reduction is authorized under section 22713 of the California Education Code. The request for a reduced workload is recommended.

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Reduction</u></b>
Sabine Bolz	Psychology Instructor	50%
Adrienne Cary	Computer Information Systems Instructor	10%
Nicholas Cittadino	Counselor	10%
Sarah Donovan	Math Instructor	48.9%
Alan Jian	Math Instructor	20%
Margherita Molnar	Biology Instructor	50%

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

**TO: Members of the Governing Board**

**SUBJECT: WARRANTS – MARCH 2024**

**REQUESTED ACTION:**

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

**SUMMARY:**

3/7/2024	AP Vendor Payments	11125218 - 11125312	\$356,038.39
3/7/2024	QE Vendor Payments	1112516 - 11125318	\$267,851.04
3/15/2024	AP Vendor Payments	11125319 - 11125395	\$782,022.80
3/15/2024	QD Vendor Payments	11125396 - 11125397	\$870.30
3/15/2024	QE Vendor Payments	11125398 - 11125408	\$525,854.01
3/22/2024	AP Vendor Payments	11125409 - 11125498	\$264,459.72
3/22/2024	CP Vendoe Payments	11125499 - 11125500	\$404,141.38
3/22/2024	QD Vendor Payments	11125501	\$5,718.73

*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

<i>Ed. Code: 70902 &amp; 81656</i>	<i>Board Policy: 3240</i>	<i>Estimated Fiscal Impact: \$</i>
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**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**

April 5, 2024

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

April 17, 2024  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: WARRANTS – MARCH 2024**

**REQUESTED ACTION:**

Information    OR     Approval  
 Consent        OR     Non-Consent

**SUMMARY:**

3/22/2024	QE Vendor Payments	11125502 - 11125512	\$1,409,397.37
3/28/2024	AP Vendor Payments	11125513 - 11125619	\$528,004.08
3/28/2024	QC Vendor Payments	11125621	\$1,238.00
3/28/2024	QD Vendor Payments	11125622	\$8,154.80
3/28/2024	QE Vendor Payments	11125623 - 11125626	\$309,813.19
<b>Total Vendor Payments</b>			<b>\$4,863,563.81</b>

**Bank Code Glossary:**

AP – General Fund account (Unrestricted and Restricted Funds)  
CP – Capital Projects Fund account (Fund 41)  
QC – Measure Q Series C account (Fund 42, Series C)  
QD – Measure Q Series D account (Fund 42, Series D)  
QE – Measure Q Series E account (Fund 42, Series E)  
RF – Revolving Fund account (Unrestricted and Restricted Funds)

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

**TO: MEMBERS OF THE GOVERNING BOARD**

**SUBJECT: PERSONAL SERVICES AGREEMENTS AND CONTRACTS  
UNDER \$50,000**

**REQUESTED ACTION:**

Information    OR     Approval  
 Consent        OR     Non-Consent

**CONTRACT SERVICES AGREEMENTS**

**Finance and Administration  
Susan Wheat, Vice President**

<u>Name</u>	<u>Description</u>	<u>Effective</u>	<u>Amount</u>
Patterson Lift Trucks, Inc.	Purchase of a Unicarriers AF50 Nomad Pneumatic Lift, including \$300 trade in for two units.	04/18/2024	Not to Exceed \$38,715.22
SHI	Annual Lynx equipment fee and panic button licenses	03/15/24-03/14/25	Not to Exceed \$5,762.82
Viatron Systems Inc.	Vendor to provide additional scanning for the back-up of student records. Original contract approved 12/20/2023 for \$49,966.00; requesting additional \$3,322.00 for a total of \$52,388.00.	02/01/24-06/30/24	Not to exceed \$52,388.00

**PERSONAL SERVICES AGREEMENTS**

**Academic Affairs  
David Williams, Vice President**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Mariana Garrick	Consultant to provide a workshop on digital media and journalism via Zoom	03/12/24-03/12/24	Not to Exceed \$200.00
Inna Kulyavtseva	Consult to provide photography services for Nursing Pinning Ceremony on May 22, 2024.	05/21/24-05/31/24	Not to Exceed \$180.00
David Parker	Consultant contracted to perform trombone in the spring theater production band.	02/27/24-05/30/24	Not to Exceed \$1,500.00
Caleb Phair	Consultant contracted to perform piano in the spring theater production band.	02/27/24-05/30/24	Not to Exceed \$1,500.00

SOLANO COMMUNITY COLLEGE  
 FINANCE & ADMINISTRATION CONSENT CALENDAR  
 Governing Board Meeting  
 April 17, 2024  
 Page 2

**Student Services**  
**Lisa Neeley, Vice President**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Marquell Crooms dba Q2 Production	Consultant to provide DJ services for Black Student Recognition event on May 18, 2024.	05/18/24-05/18/24	Not to Exceed \$800.00
Damien Mathis	Vendor to provide DJ services for SCC Graduation Ceremony on May 23, 2024.	05/23/24-05/23/24	Not to Exceed \$2,500.00
Charlotte Richardson, LCSW	Consultant to provide two-hour workshop and Q&A session for addressing stress from the cultural context of African American women.	04/30/24-04/30/24	Not to Exceed \$600.00
SDR Consultants, LLC	Consult to provide an introductory leadership workshop in June 2024 for new managers as part of progressive on-boarding.	04/17/24-06/30/24	Not to Exceed \$18,000.00
Richard David Smith	Hawaiian Dance Troupe to perform at the AANHPI Mixer on April 22, 2024.	04/22/24-04/22/24	Not to Exceed \$500.00
Mandinka Syess	Vendor to provide kettle corn for the May 2024 graduation ceremony	05/23/24-05/23/24	No to Exceed \$6,000.00
Porsche Veu	Consultant will provide spoken-word poetry at the Back Student Recognition Ceremony on May 18, 2024.	05/18/24-05/18/24	Not to Exceed \$2,950.00

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**Susan Wheet**  
 Vice President,  
 Finance & Administration

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

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April 6, 2024  
**Date Submitted**

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April 17, 2024  
**Date Approved**

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

**TO: MEMBERS OF THE GOVERNING BOARD**

**SUBJECT: DISPOSITION, TRANSFER OR TRADE-IN OF CAMPUS EQUIPMENT**

**REQUESTED ACTION:**

Information    OR     Approval  
 Consent        OR     Non-Consent

In compliance with the 81000 series of the California Education Code for appropriate disposition methods and/or restrictions, staff is requesting approval of authorizing the disposal the equipment identified below which are unsatisfactory for retention and no longer suitable for school use.

**SUMMARY:**

<u>Asset Number</u>	<u>Description</u>	<u>Location</u>	<u>Original Value</u>
Unknown	2 Skutt Electric Kiln Model KM-1227	1331C	Unknown
Unknown	Skutt Electric Kiln Model KM-1231	1331C	Unknown
Unknown	KM Bizhub C3350 color printer	1700	Unknown
Unknown	Chattanooga Laser Base & Applicator	1700	Unknown

Acceptance of this disposal is recommended at this time.

**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>Board Policy: 3350</i>	<i>Estimated Fiscal Impact: N/A</i>
<b>SUPERINTENDENT’S RECOMMENDATION:</b>	<input checked="" type="checkbox"/> <b>APPROVAL</b>	<input type="checkbox"/> <b>DISAPPROVAL</b>
	<input type="checkbox"/> <b>NOT REQUIRED</b>	<input type="checkbox"/> <b>TABLE</b>

**Susan Wheat**  
Vice President,  
Finance & Administration

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

April 5, 2024  
\_\_\_\_\_  
**Date Submitted**

April 17, 2024  
\_\_\_\_\_  
**Date Approved**

**SOLANO COMMUNITY COLLEGE DISTRICT**

**Disposition, Transfer or Trade-In of College Equipment**

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

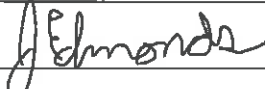
- Returned to vendor (attach to yellow copy of approved form)
- Lost or stolen (attach copy of theft report form)
- To be sold as surplus
- To be destroyed or broken up for parts
- Trade-in or sale in lieu of trade-in list P.O. number and vendor

Transfer to (location)

Bldg No. \_\_\_\_\_ Room No. \_\_\_\_\_

Comment \_\_\_\_\_

Asset No.	Description	For Surplus Items Only	
		Building No.	Room No.
Unknown	Skutt Electric Kiln, model KM-1227	1300	1311C
Unknown	Skutt Electric Kiln, model KM-1227	1300	1311C
Unknown	Skutt Electric Kiln, model KM-1231PK	1300	1311C

Action Performed by Jason Edmonds  Date 03/27/2024

Division or Organizational Unit Liberal Arts

Approved by  Unit Manager or Division Dean

**Distribution :**

Original to District Director of Facilities  
Duplicate for your files

For District Facilities Office Use

**For Surplus Items:**

Board authorization to sell \_\_\_\_\_

Invoice/receipt number and date \_\_\_\_\_

Fixed Asset - 02  
8.00





SOLANO COMMUNITY COLLEGE DISTRICT

Disposition, Transfer or Trade-In of College Equipment

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

Transfer to (location)

Bldg No. \_\_\_\_\_ Room No. \_\_\_\_\_

Comment has tried to be repaired by Qualmed Precision multiple times but technicians were unsuccessful.

Asset No.	Description	For Surplus Items Only	
		Building No.	Room No.
N/A	Chattanooga LASER vectra GENESIS BASE + applicator		

Action Performed by Kristin Olson Date 3/19/24

Division or Organizational Unit Athletics/Sports medicine.

Approved by [Signature] (Alison Aubert)  
Unit Manager or Division Dean

Distribution :

Original to District Director of Facilities  
Duplicate for your files

For District Facilities Office Use

For Surplus Items:

Board authorization to sell \_\_\_\_\_

Invoice/receipt number and date \_\_\_\_\_

Fixed Asset - 02  
8.00

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

**TO: Members of the Governing Board**

**SUBJECT: BALLOT FOR CALIFORNIA COMMUNITY COLLEGE TRUSTEES (CCCT) BOARD OF DIRECTORS ELECTION FOR 2024**

**REQUESTED ACTION:**

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

**SUMMARY:**

An Adhoc Subcommittee of the Governing Board for CCCT will advance recommendations for election to the statewide California Community College Trustees (CCCT) Board of Directors. This year, there are seven seats up for reelection on the board. Each member Community College District Board of the League shall have one vote for each of the seven vacancies on the CCCT Board of Directors. Only one vote may be cast for any nominee or write-in candidate. The seven candidates who receive the most votes will serve a three-year term. A copy of the ballot is provided on the proceeding page. The official ballot must be submitted by April 25, 2024.

**STUDENT SUCCESS IMPACT:**

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

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: N/A</i>
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**SUPERINTENDENT’S RECOMMENDATION:**                       **APPROVAL**                       **DISAPPROVAL**  
 **NOT REQUIRED**                       **TABLE**

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

**PRESENTER’S NAME**

4000 Suisun Valley Road  
 Fairfield, CA 94534

**ADDRESS**

(707) 863-7299

**TELEPHONE NUMBER**

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

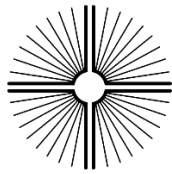
**VICE PRESIDENT APPROVAL**

April 9, 2024

**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

April 17, 2024

**DATE APPROVED BY  
 SUPERINTENDENT-PRESIDENT**



# COMMUNITY COLLEGE LEAGUE OF CALIFORNIA

## 2024 CCCT BOARD ELECTION CANDIDATES LISTED IN SECRETARY OF STATE'S RANDOM DRAWING ORDER OF DECEMBER 14, 2023

**VOTING WILL TAKE PLACE VIA EBALLOT**

**SELECT NO MORE THAN SEVEN (7) CANDIDATES**

1. Barbara Gaines, Antelope Valley CCD
2. Nan Gomez-Heitzeberg, Kern CCD\*
3. Gregory Hanna, Siskiyou Joint CCD
4. Hortencia Armendariz, Imperial CCD\*
5. Barbara Calhoun, Compton CCD\*
6. Dorothy Battenfeld, Sonoma County JCD
7. Julie Schorr, Grossmont-Cuyamaca CCD
8. Yvette Davis, Glendale CCD\*
9. Greg Pensa, Allan Hancock CCD\*
10. Bernardo Perez, Ventura County CCD\*
11. Deborah Ikeda, State Center CCD\*
12. Milton Richards, Yosemite CCD
13. Raymond Macareno, Sequoias CCD

\* Incumbent

AGENDA ITEM 13.(b)  
MEETING DATE April 17, 2024

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

**TO: Members of the Governing Board**

**SUBJECT: RESIGNATION TO RETIRE**

**REQUESTED ACTION:**

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

**SUMMARY:**

<u>Name</u>	<u>Assignment &amp; Years of Service</u>	<u>Effective</u>
John Urrutia	Computer Science Instructor 24 years of service with SCC	05/23/2024

**STUDENT SUCCESS IMPACT:**

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

<i>Ed. Code: 24205</i>	<i>Board Policy: 4400</i>	<i>Estimated Fiscal Impact: N/A</i>
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**SUPERINTENDENT'S RECOMMENDATION:**

- APPROVAL     DISAPPROVAL  
 NOT REQUIRED     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

**VICE PRESIDENT APPROVAL**

April 17, 2024  
**DATE APPROVED B/Y  
SUPERINTENDENT-PRESIDENT**

April 5, 2024

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: PUBLIC HEARING OF THE SOLANO COMMUNITY COLLEGE DISTRICT BARGAINING PROPOSALS TO THE OPERATING ENGINEER/STATIONARY ENGINEERS, LOCAL 39**

**REQUESTED ACTION:**

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

**SUMMARY:**

The Solano Community College District and the Operating Engineers/Stationary Engineers, Local 39, are preparing to enter into negotiations.

*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: Human Resources

*Ed. Code: 3547                      Board Policy: 2010                      Estimated Fiscal Impact: Unknown*

**SUPERINTENDENT'S RECOMMENDATION:**

- APPROVAL**        **DISAPPROVAL**  
 **NOT REQUIRED**    **TABLE**

Salvatore Abbate  
Human Resources

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707-864-7281

**TELEPHONE NUMBER**

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

**VICE PRESIDENT APPROVAL**

April 5, 2024

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

April 17, 2024

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: PUBLIC HEARING OF THE SOLANO COMMUNITY COLLEGE DISTRICT BARGAINING PROPOSALS TO THE OPERATING ENGINEER/STATIONARY ENGINEERS, LOCAL 39**

**REQUESTED ACTION:**

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

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

This item introduces the District’s proposal to the Operating Engineers/Stationary Engineers, Local 39, for the purpose of public notice (“sunshining”) to work with the Operating Engineers/Stationary Engineers, Local 39, on the following interest.

The District’s interest is in the review, reorganization and reconsideration of all contract articles.

Pursuant to the Government Code Section 3547, this item is being presented for a public hearing.

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

**TO: Members of the Governing Board**

**SUBJECT: PUBLIC HEARING OF THE OPERATING  
ENGINEER/STATIONARY ENGINEERS LOCAL 39  
BARGAINING PROPOSALS TO THE SOLANO  
COMMUNITY COLLEGE DISTRICT**

**REQUESTED ACTION:**

Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

The Solano Community College District and the Operating Engineers/Stationary Engineers, Local 39, are preparing to enter into negotiations.

*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: Human Resources

*Ed. Code: 3547 Board Policy: 2010 Estimated Fiscal Impact: Unknown*

**SUPERINTENDENT'S RECOMMENDATION:**

APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

Salvatore Abbate  
Human Resources

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707-864-7281

**TELEPHONE NUMBER**

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

**VICE PRESIDENT APPROVAL**

April 5, 2024

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

April 17, 2024

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**



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

**TO: Members of the Governing Board**

**SUBJECT: PUBLIC HEARING OF THE OPERATING  
ENGINEER/STATIONARY ENGINEERS LOCAL 39  
BARGAINING PROPOSALS TO THE SOLANO  
COMMUNITY COLLEGE DISTRICT**

**REQUESTED ACTION:**

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

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

This item presents the Operating Engineers/Stationary Engineers, Local 39 openers for the purpose of public notice (“sunshining”) to work with the Solano Community College District, on the following interest.

- Article 6, Personnel Files/Evaluation
- Article 9, Leaves of Absence
- Article 11, Hours and Overtime
- Article 14, Pay and Allowances
- Article 16, Working Conditions
- Article 17, Transfer/Promotions
- Article 18, Job Vacancies
- Article 19, Reclassifications
- Appendix A, Classified Salary Schedule / Operating Engineers Classifications
- Appendix E, Professional Growth Program

Stationary Engineers, Local 39 reserves the right to amend, modify, change, add to, or subtract from the above-listed articles.

Pursuant to the Government Code Section 3547, this item is being presented for a public hearing.

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO PRO BUILDERS FOR  
 CONSTRUCTION SERVICES FOR THE VACAVILLE  
 WATER INTRUSION PROJECT**

**REQUESTED ACTION:**

- Information    OR     Approval  
 Consent        OR     Non-Consent

**SUMMARY:**

Board approval is requested for award of a contract to Pro Builders for the Vacaville Water Intrusion Project. This project consists of Miscellaneous water intrusion remediation throughout the facility including but not limited to: replacement of exterior louvers, routing and seal of cement plaster, replacement of window perimeter sealant, replacement of door weatherstripping and thresholds.

*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: Renovate instructional space and update equipment.

<i>Ed. Code: NA</i>	<i>Board Policy: NA</i>	<i>Estimated Fiscal Impact: \$383,680 Measure Q Funds</i>
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**SUPERINTENDENT’S RECOMMENDATION:**       **APPROVAL**       **DISAPPROVAL**  
 **NOT REQUIRED**       **TABLE**

Lucky Lofton  
 V.P., Facilities and Executive Bonds Manager

**PRESENTER’S NAME**

4000 Suisun Valley Road  
 Fairfield, CA 94534

**ADDRESS**

(707) 863-7260

**TELEPHONE NUMBER**

Lucky Lofton  
 V.P., Facilities and Executive Bonds Manager

**VICE PRESIDENT APPROVAL**

April 5, 2024

**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

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

April 17, 2024

**DATE APPROVED BY  
 SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO PRO BUILDERS FOR  
CONSTRUCTION SERVICES FOR THE VACAVILLE  
WATER INTRUSION PROJECT**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

Sealed bids for this project were due on April 4<sup>th</sup>, 2024 at 2:00 PM. The District received Four (4) bid proposals for the Vacaville Water Intrusion Project.

Bid results were as follows;

<b>Contractor</b>	<b>Base Bid</b>	<b>Total Bid Amount</b>
Pro Builders	\$ 348,800.00	\$ 383,680.00
GSP Construction, Inc.	\$ 438,000.00	\$ 481,800.00
The Design-Build, Inc.	\$ 633,786.00	\$ 697,164.60
WE Lyons	\$ 774,950.00	\$ 852,445.00

\*Total Bid Amount includes an Owners Allowance.

It was determined that Pro Builders submitted the lowest responsible and responsive Base Bid. It is recommended that the Board award a contract to Pro Builders for the Total Bid Amount of \$383,680.

The agreement is available online at: <https://welcome.solano.edu/measureq/approved-contracts/>

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: CONTRACT AWARD TO HBI INSPECTIONS FOR  
PROJECT INSPECTION SERVICES FOR THE FAIRFIELD  
CAMPUS B1400 MODERNIZATION PHASE I - ROOF  
PROJECT

**REQUESTED ACTION:**

Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

Board approval is requested to award a professional services contract to HBI Inspections for Division of State Architect (DSA) Project Inspection Services for the B1400 Modernization Phase I – Roof Project on the Fairfield Campus. The scope of work includes providing onsite inspections of all construction and all administrative documentation as required by DSA.

*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: Renovate instructional space and update equipment.

*Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: \$24,840 Measure Q Funds*

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

Lucky Lofton  
V.P., Facilities and Executive Bonds Manager

**PRESENTER’S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 863-7260

**TELEPHONE NUMBER**

Lucky Lofton  
V.P., Facilities and Executive Bonds Manager

**VICE PRESIDENT APPROVAL**

April 5, 2024

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

April 17, 2024

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO HBI INSPECTIONS FOR  
PROJECT INSPECTION SERVICES FOR THE FAIRFIELD  
CAMPUS B1400 MODERNIZATION PHASE I - ROOF  
PROJECT**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

Proposals were requested from the entire DSA Project Inspector Services Pool Board approved on November 1, 2023. One proposal was received, reviewed and is appropriate for the scope of work requested.

The Board is asked to approve a professional services contract for HBI Inspections in the amount not to exceed \$24,840.

The agreement is available online at <http://www.solano.edu/measureq/planning.php>



SOLANO COMMUNITY COLLEGE

REQUEST FOR APPROVAL OF  
CURRICULUM COMMITTEE CURRICULUM ACTIVITIES

During the Spring 2024 semester, 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**

OT 054A	Class Max change from 37 to 30	03/12/2024
OT 054B	Class Max change from 37 to 30	
OT 162	Class Max change from 40 to 30	
HUMN 003	Class Max change from 60 to 30	
THEA 009	Class Max change from 40 to 25	
THEA 040	Class Max change from 30 to 25	
DRFT 058	Class Max change from 15 to 24	

**ACTION ITEM**

Item	Reason for Item	CC Approval
1. Local General Education		3/12/24
A.	Changes to Areas 1-6 dictated by Title 5 070/071	
B.	Option 1: No Local District Requirements Option 2: No Cross Cultural but include "Lifelong Learning" Option 3: Include both Cross Cultural and "Lifelong Learning"	
2.ART 042A	Add Hybrid	

**NEW COURSE**

Course	CC Approval
PSYC018 Positive Psychology	3/26/24

**COURSE MODIFICATION**

Course	Title	Modification	CC Approval
ASL 054	ASL Interpreting Seminar	Change Prereq from ASL 003 to ASL 053	3/12/24
EMS 112	Emergency Medical Technician (Basic)	Add information for faculty on class requirements and update description	3/12/24
HUMN003	Journey in a Multicultural Landscape	Curriculum Review	3/12/24
THEA148A	Special Topics in Theatre: For Actors	Description, DE, title	3/12/24
THEA148B	Special Topics in Theatre: Technical Theatre	Description, DE, title	3/12/24
THEA148C	Special Topics in Theatre: Costuming	Description, DE, title	3/12/24

THEA148D	Special Topics in Theatre: Management and Direction	Description, DE, title	3/12/24
OT 054B	Beginning Keyboarding B	Update content to reflect effective instruction	3/26/24

**COURSE INACTIVATION**

<b>Course</b>	<b>CC Approval</b>
None	

**CURRICULUM REVIEW**

<b>Course</b>	<b>CC Approval</b>
None	

**NEW PROGRAM**

<b>Program</b>	<b>CC Approval</b>
None	

**PROGRAM MODIFICATION**

<b>Program</b>	<b>Modification</b>	<b>CC Approval</b>
Ethnic Studies AA	Update courses to make current	3/12/24
Law, Public Policy, and Society ADT	To create a pathway for Law Students	3/12/24
Administrative Assistant (AS)	Reduction of units to reflect actual need for student employment	3/26/24
Administrative Assistant (CA)	Reduction of units to reflect actual need for student employment	3/26/24
Psychology ADT	Add Positive Psychology as an elective	3/26/24
Psychology AA	Add Positive Psychology as an elective	3/26/24
Art History ADT	Update program to reflect changes made to the current TMC	3/26/24

**PROGRAM INACTIVATION**

<b>Program</b>	<b>CC Approval</b>
None	





**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD**

**PROCLAIMING MAY 2024 AS ASIAN AMERICAN, NATIVE HAWAI'IAN,  
PACIFIC ISLANDER HERITAGE MONTH  
AT SOLANO COMMUNITY COLLEGE DISTRICT**

**RESOLUTION NO. 23/24-12**

**WHEREAS** Asian Americans, Pacific Islanders, and Native Hawai'ians have made remarkable contributions to the history, achievements, culture, and diversity of the United States and continue to influence our collective future;

**WHEREAS** it is important to pay tribute to the contributions of, and to understand the challenges faced by, the Asian American, Native Hawai'ian, and Pacific Islander (AANHPI) community during AANHPI Heritage Month;

**WHEREAS** the theme for this year's observance of AANHPI Heritage Month is "Advancing Leaders through Innovation" which pays homage to the visionaries and trailblazers who have shaped our AANHPI history and have made lasting contributions to our Nation's economic prosperity, technological advancements, and social/political change through their ingenuity and creativity while navigating significant cultural and systemic barriers;

**WHEREAS** according to the U.S. Census, the AANHPI population nearly doubled between 2000 and 2019 and is projected to surpass 46 million by 2060 and the nation's largest immigrant group by 2055;

**WHEREAS** the month of May was selected as Asian American Native Hawai'ian Pacific Islander Heritage Month because the first Japanese immigrants arrived in the U.S. on May 7, 1843 and the first transcontinental railroad was completed on May 10, 1869, with substantial contributions from Chinese immigrants;

**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD**

**RESOLUTION PROCLAIMING MAY 2024 ASIAN AMERICAN, NATIVE  
HAWAI'IAN & PACIFIC ISLANDER HERITAGE MONTH  
AT SOLANO COMMUNITY COLLEGE**

**RESOLUTION NO. 23/24-12**

**(Continuing – Page 2)**

**WHEREAS** Asian American Native Hawai'ian Pacific Islanders account for a large percentage of Solano Community College students and Solano County residents, enriching our campus and community;

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

**WHEREAS,** as an AANHPI-serving institution, Solano Community College is committed to continuing the work to honor the voices of those whose stories have been untold; to advance educational opportunities; and help the AANHPI community grow in its impact and influence; now therefore be it

**RESOLVED,** that the Solano Community College District Governing Board proclaims May 2024, as Asian American Native Hawai'ian Pacific Islander Heritage Month.

**PASSED AND ADOPTED,** This 17<sup>th</sup> day of April, 2024, by the Governing Board of Solano Community College District.

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**DENIS HONEYCHURCH, J.D.  
BOARD PRESIDENT**

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**CELIA ESPOSITO-NOY, Ed.D.  
SECRETARY**

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

**TO: Members of the Governing Board**

**SUBJECT: FIRST READING OF REVISIONS OF ACADEMIC  
AFFAIRS BOARD POLICIES**

**REQUESTED ACTION:**

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

**SUMMARY:**

The Governing Board establishes broad institutional policies and appropriately delegates responsibility to implement these policies. At this time Academic Affairs Board Policies 6000, 6020, 6021, 6023, 6030, 6040, 6070, 6110, 6200B, 6203, 6205, 6205B, 6411 and 6420 are being presented for First Reading. These policies were reviewed College Governance Council and will be presented for approval at the May 1, 2024 Governing Board meeting.

**STUDENT SUCCESS IMPACT:**

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

<i>Ed. Code:</i>	<i>Board Policy: 1000</i>	<i>Estimated Fiscal Impact: N/A</i>
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<b>SUPERINTENDENT'S RECOMMENDATION:</b>	<input type="checkbox"/> <b>APPROVAL</b>	<input type="checkbox"/> <b>DISAPPROVAL</b>
	<input checked="" type="checkbox"/> <b>NOT REQUIRED</b>	<input type="checkbox"/> <b>TABLE</b>

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

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**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

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**ADDRESS**

707-864-7117

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**TELEPHONE NUMBER**

David Williams, Ph.D.

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**VICE PRESIDENT APPROVAL**

April 5, 2024

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**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

---

April 17, 2024

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**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT**

**COURSE REPETITION**

**6000**

**POLICY:** The Governing Board has determined reasonable limitations on course repetition as described in Administrative Procedures 6000 titled Course Repetition.

When course repetition occurs, the permanent academic record shall be annotated in a manner that all work remains legible, insuring a true and complete academic history.

Under special (certain) circumstances, students may repeat courses in which a C or better grade was earned. The special (certain) circumstances are defined in Administrative Procedure 6000 titled Course Repetition.

**REFERENCES/**

**AUTHORITY:** Title 5, Sections 55040, 55041, 55042, 55044, 58161

**ADOPTED:** June 7, 1978

**REVISED:** August 3, 1983; November 19, 1986; December 19, 2001;  
January 17, 2007; August 19, 2009; February 20, 2013; March 1, 2017

**REVIEWED:** March 27, 2024

## SOLANO COMMUNITY COLLEGE DISTRICT

### OPEN ENROLLMENT IN COURSE

6020

**POLICY:** The policy of Solano Community College is that, unless expressly exempted by statute or regulation, every course, course section, or class reported for state aid, wherever offered and maintained by the District shall be fully open to enrollment and participation by any person who has been admitted to the college and who meets such prerequisites as may be established pursuant to regulations contained in Article 2.5 (commencing with Section 55003) of Subchapter 1 of Chapter 6 of Division 6 of Title 5 of the California Code of Regulations.

The Superintendent-President shall assure that this Open Enrollment Policy shall be published in the College Catalog and Schedule of Classes.

See Administrative Procedures 6020 and Administrative Procedures 5055

**REFERENCES/  
AUTHORITY:**

Title 5, Section 51006

**ADOPTED:** November 19, 1986

**REVISED:** December 19, 2001; January 17, 2007; August 19, 2009;  
March 1, 2017

**REVIEWED:** March 27, 2024

## SOLANO COMMUNITY COLLEGE DISTRICT

### MULTIPLE AND OVERLAPPING ENROLLMENTS

6021

**POLICY:** The Superintendent-President shall establish procedures to ensure that students may only enroll in two or more sections of the same credit course during the same term if the length of the course provides that the student is not enrolled in more than one section at any given time.

The Superintendent-President shall establish procedures to ensure that students may only enroll in two or more courses where the meeting times overlap under the conditions specified in Title 5 Section 55007.

See Administrative Procedures 6021

### REFERENCES/

**AUTHORITY:** Title 5, Section 55007

**ADOPTED:** March 1, 2017; March 27, 2024

**REVIEWED:** March 27, 2024

## SOLANO COMMUNITY COLLEGE DISTRICT

### PRE-REQUISITES, CO-REQUISITES, AND COURSE ADVISORIES

6023

**POLICY:** The Superintendent-President is authorized to establish pre-requisites, co-requisites and advisories on recommended preparation for courses in the curriculum. All such pre-requisites, co-requisites and advisories shall be established in accordance with the standards set out in Title 5. Any pre-requisites, co-requisites or advisories shall be necessary and appropriate for achieving the purpose for which they are established. The procedures shall include a way in which a pre-requisite or co-requisite may be challenged by a student on grounds permitted by law. Pre-requisites, co-requisites and advisories shall be identified in District publications available to students.

See Administrative Procedures 6023

**REFERENCES/  
AUTHORITY:**

Title 5, Section 55000 and 55003

**ADOPTED:** June 15, 1994

**REVISED:** December 19, 2001; January 17, 2007; August 19, 2009;  
March 1, 2017

**REVIEWED:** March 27, 2024



## SOLANO COMMUNITY COLLEGE DISTRICT

### ADVANCED PLACEMENT

6030

**POLICY:** The Superintendent-President shall establish procedures for awarding advanced placement consistent with AB 1985, Advanced Placement Credit, and the California Education Code, Section 79500.

These procedures shall be listed in the Solano Community College Catalog and posted on the Solano Community College website.

**REFERENCES/  
AUTHORITY:**

AB 1985 Advanced Placement Credit

California Education Code Section 79500

**APPROVED:** September 20, 2017

**REVIEWED:** March 27, 2024

## SOLANO COMMUNITY COLLEGE DISTRICT

### CREDIT-BY-EXAMINATION

6040

**POLICY:** Credit may be earned by students who satisfactorily pass authorized examinations. The Superintendent/President or Designee shall establish administrative procedures to implement this policy. The procedures shall provide for appropriate Academic Senate involvement.

### REFERENCES/

**AUTHORITY:** California Education Code, of Regulations, Title 5, Section 55050.

RLS:nb  
BP6040

**ADOPTED:** March 17, 1976

**REVISED:** November 19, 1986; December 19, 2001; January 17, 2007;  
August 19, 2009

**REVIEWED:** March 27, 2024

## SOLANO COMMUNITY COLLEGE DISTRICT

### FINAL EXAMINATIONS

6070

**POLICY:** A final examination or appropriate culminating activity is required for all classes at the close of the semester. Final examinations must be held at designated times in on-campus scheduled classrooms (unless a room change has been approved by the appropriate Academic School Dean) or within the appropriate context of online **or correspondence** instruction.

A schedule of final examinations will be published each semester.

**REFERENCES/  
AUTHORITY:**

Solano Community College District Governing Board

**ADOPTED:** November 19, 1986

**REVISED:** January 17, 2007; March 1, 2017; March 27, 2024

**SOLANO COMMUNITY COLLEGE DISTRICT**

**CONTRACT EDUCATION**

**6110**

**POLICY:** The District is authorized to offer courses to fulfill a contract with a public or private agency, corporation, association or other body or person in accordance with Title 5 of the California Code of Regulations.

**REFERENCES/**

**AUTHORITY:** California Code of Regulations, Title 5, Section 55170

**ADOPTED:** November 19, 1986

**REVISED:** January 17, 2007; August 19, 2009; March 1, 2017

**REVIEWED:** March 27, 2024

**SOLANO COMMUNITY COLLEGE DISTRICT**

**GRADUATION REQUIREMENTS FOR BACCALAUREATE DEGREE**

**6200B**

**POLICY:** The District grants the degree of Baccalaureate in Science or the Baccalaureate in Arts, to those students who have completed 120 degree-applicable semester units, including upper division coursework in the appropriate field of study with no grade in the Science or Art prerequisite courses less than a “C.”

Students must also complete general education, residency, and competency requirements are set forth in Title 5 regulations.

The Superintendent-President shall establish procedures to determine degree and requirements that include appropriate involvement of the Solano Community College Curriculum Committee. The procedures shall assure that graduation requirements are published in the District’s catalog and included in other resources that are convenient for Students.

**REFERENCES/**

**AUTHORITY:** California Education Code, Section 70902(b)(3)

California Code of Regulations, Title 5, Sections 55060, et seq.

**ADOPTED:** April 19, 2017

**REVIEWED:** March 27, 2024

**SOLANO COMMUNITY COLLEGE DISTRICT**

**HONORARY DEGREES**

**6203**

**POLICY:** Honorary degrees may be awarded at commencement or some other equally appropriate time. The names of persons receiving honorary degrees must be approved by the Governing Board.

The Superintendent/President shall establish procedures and criteria for the award of honorary degrees.

**REFERENCES/**

**AUTHORITY:** California Education Code Section 72122

**ADOPTED:** December 19, 2001

**REVISED:** January 17, 2007; March 1, 2017

**REVIEWED:** March 27, 2024

## SOLANO COMMUNITY COLLEGE DISTRICT

### PHILOSOPHY AND CRITERIA FOR ASSOCIATE DEGREE AND GENERAL EDUCATION

6205

#### **POLICY:**

The awarding of an Associate degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the College to lead students through patterns of learning experiences designed to develop certain capabilities and insights. Among these are the ability to think and to communicate clearly and effectively both orally and in writing; to use mathematics, to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems, and to develop the capacity for self-understanding.

In addition to these accomplishments, the student shall possess sufficient depth in some field of knowledge to contribute to lifetime interest.

Central to an Associate degree, general education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges that those who receive their degrees must possess in common certain basic principles, concepts and methodologies both unique to and shared by the various disciplines. College educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the diverse culture, and the society in which they live. Most important, general education should lead to better understanding.

In the establishing or modifying a general education program, ways shall be sought to create coherence and integration among the separate requirements. It is also desirable that general education programs involve students actively in examining values inherent in proposed solutions to major society problems.

The Superintendent-President shall establish procedures to assure that courses used to meet general education and associate degree requirements meet the standards in this policy. The procedures shall provide for appropriate Academic Senate involvement.

**REFERENCES/**

**AUTHORITY:** California Administrative Code, Title 5, Section 55061  
ACCJC Accreditation Standard II.A

**ADOPTED:** December 19, 2001

**REVISED:** January 17, 2007; August 19, 2009; March 1, 2017

**REVIEWED:** March 27, 2024



## SOLANO COMMUNITY COLLEGE DISTRICT

### PHILOSOPHY AND CRITERIA FOR BACCALAUREATE DEGREE AND GENERAL EDUCATION

6205B

**POLICY:** The awarding of a Baccalaureate degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the College to lead students through patterns of learning experiences designed to develop progressively higher level capabilities and insights.

In addition to these accomplishments, the student shall possess sufficient depth in the baccalaureate area of study to contribute to entry level career preparation and lifetime interest.

The Solano Community College District General Education Program promotes skill development and knowledge acquisition through the study of ideas, the analysis of data, and the interpretation of issues and events. Students completing the Solano Community College District General Education program are systematic, critical, creative thinkers and clear communicators who are intellectually curious, culturally and scientifically literate, civic-minded and aesthetically appreciative. These students are able to demonstrate the General Education Learning Outcomes (GELO) when appropriate.

The Superintendent-President shall establish procedures to determine degree and requirements that include appropriate involvement of the Solano Community College Curriculum Committee. The procedures shall assure that the graduation requirements are published in the district's catalog and are included in other resources that are convenient for students.

#### REFERENCES/ AUTHORITY:

California Administrative Code, Title 5, Section 55061

**ACCJC Accreditation Standard II.A**

**ADOPTED:** April 19, 2017

**REVIEWED:** March 27, 2024

## SOLANO COMMUNITY COLLEGE DISTRICT

### GRADE CHANGES

6411

**POLICY:** The Superintendent/President shall implement procedures to assure the accuracy and integrity of all grades awarded by faculty. The procedures shall include, but not necessarily be limited to, the following:

- Assurance that in the absence of mistake, bad faith, fraud or incompetence, the grades awarded by faculty shall be final.
- Procedures for students to challenge the correctness of a grade.
- The installation of security measures to protect grade records and grade storage systems from unauthorized access.
- Limitations on access to grade records and grade storage systems.
- Discipline for students or staff who are found to have gained access to grade records without proper authorization or to have changed grades without proper authorization.
- Notice to students, faculty, transfer institutions, accreditation agencies and law enforcement agencies if unauthorized access to grade records and grade storage systems is discovered to have occurred.

See Governing Board Policy 3500; Administrative Procedures 6411, and Governing Board Policy/Administrative Procedures 5150

**REFERENCES/  
AUTHORITY:**

Title 5, Section 55025

California Education Code, Sections 76224, 76232

**ADOPTED:** February 19, 1992

**REVISED:** December 19, 2001; January 17, 2007; August 19, 2009;  
March 1, 2017

**REVIEWED:** March 27, 2024

**SOLANO COMMUNITY COLLEGE DISTRICT**

**COLLEGE CATALOG**

**6420**

**POLICY:** Annually, Solano Community College shall publish a general catalog in print and online formats containing information, regulations and procedures about admission, academic requirements, and courses of study, student services and other general information about the College.

**REFERENCES/**

**AUTHORITY:** Solano Community College District Governing Board

California Education Code Section 76000-76002

ACCJC Accreditation Standard I.C.2.

**ADOPTED:** October 18, 1971

**REVISED:** November 19, 1986; January 17, 2007; December 5, 2007;  
March 1, 2017

**REVIEWED:** March 27, 2024