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SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

UNADOPTED MINUTES
March 7, 2012

1. CALL TO ORDER

A Board Study Session of the Solano Community College District Governing Board was called to order at 6:30 p.m., on Wednesday, March 7, 2012, in the Administration Building, Room 626, located at 4000 Suisun Valley Road, Fairfield, CA 94534, by Board President Rosemary Thurston.

2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

Board President Thurston asked Chief Dawson to lead those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

Members Present:

Rosemary Thurston, President
Sarah Chapman, Vice President
Area #2 - Vacant
Denis Honeychurch, J.D.
Pam Keith
Phil McCaffrey
A. Marie Young
Anamaria Eljach, Student Trustee
Jowel C. Laguerre, Ph.D., Secretary

Members Absent:

None

Others Present:

Peter F. Bostic, Executive Director, Institutional Advancement
Sandra Dillon, Consultant, Human Resources
Yulian I. Ligioso, Vice President, Finance and Administration
J. Arturo Reyes, Executive Vice President, Academic and Student Affairs
Judy Spencer, Executive Coordinator, Superintendent-President and Governing Board

4. APPROVAL OF AGENDA

Dr. Jowel Laguerre, Superintendent-President has exercised the option to modify the order of the Agenda advising Item 10.(b) Solano College Faculty Association's Initial Proposals for the Successor Agreement Between the District and Solano College Faculty Association (SCFA),

Page 32, will be discussed after item 9.(c), Resolution Reducing Particular Kinds of Academic Services, Resolution No. 11/12-25

Moved by Trustee Young and seconded by Trustee Keith to approve the Agenda as modified.

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Board President Thurston advised she would hear comments from members of the public and that the Board would adhere to the three-minute policy for public comments. Sixty-six (66) members of the public commented on the following topics: SCFA (step and lane increases and police layoffs); ASSC (effective use of students and their desire to help the Board and administration in resolving budget cuts); and members from the public at large concerning athletic layoffs and cancellation of programs—football and aquatics, the welding program, and cancellation of summer school. Governing Board meetings are recorded per Government Code Sections 54953.5 and 54953.6 and Education Code Section 72121(a). Recordings are subject to inspection by members of the public in accordance with the California Public Records Act. SCCD Board minutes are summarized per SCCD Board Policy 1045 and 1046. To listen to the full deliberation of the Board, please contact the Office of the Superintendent-President.

Board President Thurston thanked the public for their comments.

6. REPORTS (NO ACTION REQUIRED):

(a) Associated Students of Solano College (ASSC)

Ms. Kayla Salazar, ASSC Governing Board Representative, reported that:

--students came to the meeting to express their anger and intense concerns about the cuts and loss of summer school 2012. Ms. Salazar stated students create a legacy by their comings and goings and want to continue with that legacy. Solano College is creating future professors and teachers, as well as individuals who will pursue many other careers. The students are deeply concerned with the current state of affairs in the District and asked that their legacy of representing the College well be continued.

--ASSC member Phil McCaffrey, Jr., would like to express other concerns on behalf of the ASSC. Mr. McCaffrey addressed the Board by stating that military students will be highly affected by the loss of summer school. Eliminating summer school 2012 is not supporting our troops and not allowing students to fulfill their dreams.

(b) Academic Senate

Professor Thomas Watkins, Academic Senate President, reported that:

--the Senate is reviewing SLOs and District hiring procedures.

--the Senate is deeply concerned about the discontinuance of football and aquatics and the layoff of faculty members. Discontinuance of these activities does not require application of the

discontinuance process. The Senate is disappointed that these actions were not discussed with the Senate, ignoring transparency for convenience. The Senate espouses the view that this will have an effect on possible discontinuance of programs at a future date. In a meeting with Dr. Laguerre, Professor Watkins commented on the President's commitment to meet and address these issues of concern in a timely and meaningful discussion. Professor Watkins stated the faculty members endorse a delay in hiring any new faculty members to preserve the jobs of the two faculty members being considered for reduction on the agenda tonight.

(c) Shared Governance Council

Mr. Peter Bostic, Executive Director of Institutional Advancement, reported that:

-- the Shared Governance Council met February 29, 2012, and reviewed strategic proposals submitted from faculty and staff for funding. The ten proposals submitted were ranked, and five proposals were moved forward to FaBPAC for their consideration. One of the ten was considered for funding from Measure G funds.

--Mr. Peter Cammish, Director of Research and Planning, presented a very integrated way of evaluating proposals. He is working with Vice President Ligioso and looking at the concept of reducing the expense budget by 5% in order to establish funding for select proposals in the future.

--accreditation was discussed and the issues pending before the College.

--the Senate reviewed the updated CEO goals for 2011-12.

(d) Superintendent

Dr. Jowel Laguerre, Superintendent-President, offered congratulations to our student, Mr. Matthew Pinkerton-Lloyd, who was selected as a 2012 Coca-Cola Bronze Scholar. Selection as a Coca-Cola Bronze Scholar was based on scores earned in the All-USA Community College Academic Team competition, for which more than 1,700 applications were received this year. This program is sponsored by the Coca-Cola Scholars Foundation and is administered by Phi Theta Kappa Honor Society. Bronze Scholars each receive a \$1,000 scholarship and a special medallion. All Coca-Cola Community College Academic Team Scholars will be listed in an April 23rd issue of the USA TODAY newspaper. Mr. Pinkerton-Lloyd is a pre-med student and volunteers a lot of his time within the community. It is very fitting that he received this recognition.

Board President Thurston recessed the regular meeting at 9:13 p.m., and reconvened the regular meeting at 9:25 p.m.

- Art Department Update – *Professor Marc Lancet*

In the interest of time, Professor Marc Lancet postponed his presentation on the Art Department to a future meeting.

7. CONSENT AGENDA – ACTION ITEMS

Dr. Jowel Laguerre, Superintendent-President, made the following specific correction to the Consent Calendar – Human Resources, Item 7.(b), page 1, line 12: Leslie Almonte, Substitute Administrative Assistant III, effective date ~~March 7, 2012~~ – May 23, 2012 should be **March 5, 2012** – May 23, 2012. Item 7.(b), page 1, line 14, should be removed, i.e. **Eula Anderson, Substitute Custodian.**

Superintendent-President

- (a) Minutes for the Regular Board Meeting held February 15, 2012, and the Special-Called Meeting held February 29, 2012, will be approved at a future meeting.

Human Resources

- (b) Employment – 2011-2012; Resignation; Gratuitous Service; Renewal of Faculty Contracts

Finance and Administration

- (c) Personal Services Agreements
(d) Warrant Listings

Academic and Student Affairs

- (e) Renewal of Small Business Administration Funding for Small Business Development Center (SBDC)

Moved by Trustee Young and seconded by Trustee Keith to approve the Consent Agenda as corrected. The motion carried unanimously.

8. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the Consent Agenda.

9. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Human Resources

- (a) District and the California School Employees' Association, Chapter #211 (CSEA) Reopening Proposals for the Collective Bargaining Agreement Between the District and the CSEA

Board President Thurston recessed the regular meeting and called the public hearing to order at 9:28 p.m. In hearing no comments from members of the public, Board President Thurston closed the public hearing and reconvened the regular meeting at 9:29 p.m.

Moved by Trustee Young and seconded by Trustee Chapman to adopt the proposed District and the California School Employees' Association, Chapter #211 (CSEA) Reopening Proposals for the Collective Bargaining Agreement between the District and the CSEA, as presented. The motion carried unanimously.

(b) District's Initial Proposals for the Successor Agreement Between the District and Solano College Faculty Association (SCFA)

Board President Thurston recessed the regular meeting and called the public hearing to order at 9:30 p.m. In hearing no comments from members of the public, Board President Thurston closed the public hearing and reconvened the regular meeting at 9:31 p.m.

Moved by Trustee Keith and seconded by Trustee Young to adopt the District's Initial Proposals for the Successor Agreement between the District and Solano College Faculty Association (SCFA), as presented. The motion carried unanimously.

(c) Resolution Reducing Particular Kinds of Academic Services, Resolution No. 11/12-25

Dr. Jowel Laguerre presented the Resolution Reducing Particular Kinds of Academic Services, Resolution No. 11/12-25.

Superintendent-President Laguerre thanked everyone who came to the meeting to voice their concerns on this agenda item, and state how much he appreciated the comments and ideas shared by faculty, staff, students, and members of the public. Dr. Laguerre congratulated the audience on the high-level of civility used in expressing their concerns. Dr. Laguerre further stated that this item is being addressed not because we have a high-level abundance of funds, but rather because of our severe budget constraints. The current economy has put us and others in a position of having to make tough decisions. As far as funding public education in general, Professor Pandone said it well in his public comments earlier in the meeting. We have a lot of friends in the legislature, and we need to continue to encourage them, but we have more work to do with those who may not fully appreciate the meaning of public investment in education. I agree with him wholeheartedly in that we need more op ed (opinion editorial) pieces in the newspaper to carry our cause forward. We also need to meet with the officials in the Legislature that we know aren't supportive of education. The Chancellor's Office has given us priorities, which include Basic Skills, Transfer, and Career Technical Education. This is a mandate in spending the funds we have. That is what is expected of us. We have a football program that we are not adequately supporting at this time. We are looking at having to cut swimming as well. Next year there will be even more reductions. It is important for everyone to recognize that we cannot run a deficit budget at the College. We were recently in trouble for that with the ACCJC and we cannot go back there again. It is also important to know that many people have made comments about administration. Administrators have done their part and we are asking them to

do more. We understand giving up current vacancies and the consequences for that. These are major considerations in our budget planning processes. In terms of step and column, I have invited the unions to join with administration to work together to look at the numbers and agree when they make sense. We have nothing to hide in our budget. We are a public institution. We know we need to do more fundraising. I mentioned this to the coaches regardless of the decisions being made tonight. One thing is certain, we need to look at our choices and decide if there is a different course of action that the District can take. We have a College to run and ideas, as suggested by the members of the public tonight, must be considered and looked at realistically. We have over the past two years educated more students than the state gave us funds for. This year alone we are running 600 FTES more than what the state is paying us. At some point in time we have to make the adjustment. This is part of the reason why this item is being presented to the Board for action tonight.

There were comments made from the public about increasing fees. I hope this is something we can do in the future. Being a part of the state system, we cannot increase fees more than the legislature will allow us to do. I would love summer school to be self supporting. Many students would pay more than the going rate for tuition to get their classes. Many pay to go to higher priced institutions. It is important to recognize that our “hands are tied” when it comes to what we can charge for tuition.

In terms of our reserve, the comment was made that the Web site states we have an 8% reserve. Obviously, this information has not been updated. It is also important to remember that February 17, 2012, has become what we now know as the February Surprise when the state cut our funding by \$1.2M. I did make a promise to the faculty and staff that we would not lay off employees this year, but I did not make this same promise for next year. If we do not maintain our reserve, the State Chancellor has the right to give us a Special Trustee, and also has the right to make us pay for him/her.

I have heard our faculty and staff very well, and I am willing to sit down and talk. But, we have a timeline to consider and observe and decisions to make, and then we can see where we go from here.

Trustee Honeychurch opposed this resolution and supported retaining football and aquatics and asked his colleagues to defeat this resolution that would eliminate these programs. Trustee Honeychurch stated that he believes football reaches people that may not otherwise attend this institution and supports the three goals mandated by the legislators: Basic Skills, Transfer, and Career Technical Education. This comes to us as part of public policy in California. Trustee Honeychurch stated these programs do more than we realize, and we need to find a better way to meet the budget constraints we are facing. We are building prisons and jails and not schools. We pay prison guards more than we pay teachers. This is part of what is wrong with the state of California.

Vice President Chapman stated she made the motion to support the resolution in order to have further discussion. Trustee Chapman stated she could identify with every member of the public who spoke, especially those at-risk youth who commented on how education changed their lives;

those from the penal system who were given a second chance, and single parents using our childcare program and how their children are learning and developing into their own identifies; how the aquatics program reaches out into the community. Ms. Chapman stated her husband is a veteran and knows our troops are coming home and need Solano College to further their education. This being said, we have some tough decisions to make, and “it pains me to have to do so,” she said. Vice President Chapman commented on the number of phone calls she received from people who wanted their voice to be heard. It was a delight, she said, to hear the young people talk about their families and the difference Solano Community College has made in their lives. I have heard your desire to save the programs. I have heard the pleas to raise funds, and I believe and agree with this. Vice President Chapman stated she will rescind her support of this resolution if equitable alternative measures can be found.

Trustee Chapman stated that before people leave the meeting that those who are interested in fund raising leave their name and contact information with Mr. Peter Bostic or Ms. Lynette Gray so that these discussions can continue.

Trustee McCaffrey thanked the public for coming out and expressing their concerns. Trustee McCaffrey stated he does not think cutting sports is ever the right answer. He himself played sports growing up and would have gotten into more serious trouble without that opportunity. The public made the offer to get out and raise funds. It is time to show the seriousness of this offer.

Trustee Keith stated she has been sitting on the Board for 18 years and that this is the most difficult decision a Trustee has to make. Trustee Keith wanted to make clear that the Board members are not salaried employees of the College and receive a small stipend of \$120 per meeting (limited to two meetings a month). Ms. Keith commented on how her father was a street child and had it not been for football he may not have become a respectable member of his community, nor would she be alive today. Trustee Keith stated she has a niece who has learned discipline by playing softball and lives with a man who is a veteran who got his Criminal Justice degree via the GI Bill. “The Board is not separate from you the public,” she said. “We do care. We understand personally what it means to an individual and how important each program is.” The reserve fund mandated to be a minimum of 5% equals approximately two months (**SIC – should state less than one month**) payroll for the College, which is nothing in comparison to the daunting budget crisis at hand.

Trustee Keith applauded the students who came out to express their concerns, stating the major problem in this country is apathy.

Trustee Young read to the members of the public the following statement coming from the state:

“Notwithstanding any other provision of law, the Chancellor of the California Community Colleges may reduce community college district base workload measures to match available funding under Schedule (1), which reflects a base reduction of \$290,000,000 to support community college district general apportionments. It is the intent of the Legislature that community college districts, to the greatest extent possible, shall implement any necessary

workload reductions in courses and programs outside of those needed by students to achieve their basic skills, workforce training, or transfer goals. On or before April 15, 2012, the Chancellor shall provide the fiscal committees of both houses of the Legislature and the Director of Finance with a report on the implementation of this provision.”

Trustee Young commented on the recent Special Trustee that was assigned to Solano Community College, and the decisions that he could have made for the college, but allowed the Board to make in the best interest of the College. Trustee Young stated to the public that if she were in their position, she too would be saying the same things. It is painful to have to make the decision at hand but promised if funding becomes available she will rescind her decision. A couple of years ago the doors of Solano Community College were almost closed, and the areas of concern stemmed in part from the finance area. Trustee Young encouraged the people to fund raise to save the programs.

Student Trustee Eljach stated that the students have spoken and would like to see every effort taken to save the programs on the table tonight. We have seen full circle tonight how the community comes together. Faculty members go above and beyond for their students. Ms. Eljach stated how “amazing” her teachers are. The problem we are facing today did not start with Solano College, but rather with the state. Education is what makes a community thrive. Ms. Eljach’s stated her concern is if this initiative is implemented, then what is next?

Board President Thurston commented that her colleagues touched largely on what she was going to say. President Thurston stated that she listened carefully to what everyone had to say and to the many callers on the phone. It is a difficult decision facing the Board and applauded Trustee Honeychurch for “hitting the nail” on the head with his comment about building prisons. We have to change the attitude within our state and this country because everyone thinks taxes is a dirty word. They buy us what we need for our society and one of those important things is schools. President Thurston stated she was happy to hear that people are willing to step up to the plate and fund raise. She thanked the public again for their input and speaking up for their rights.

Superintendent-President Laguerre restated that he is looking forward to working with the Solano College Faculty Association and Senate to continue to find ways to save the College money and still maintain the integrity of its mission and core values.

Moved by Trustee Chapman and seconded by Trustee Young to approve the Resolution Reducing Particular Kinds of Academic Services, Resolution No. 11/12-25, as presented. The motion passed with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE – Anamaria Eljach did not concur.

AYES: Trustee Keith, Vice President Chapman, Trustee Young, and Board President Thurston

NOES: Trustee Honeychurch and Trustee McCaffrey

ABSENT: Vacant – Area #2

Finance and Administration

(d) Proposed Agreement with Accountemps DBA Robert Half International, Inc.

Dr. Jowel Laguerre, Superintendent-President, presented the proposed agreement with Accountemps DBA Robert Half International, Inc., a specialized temporary staffing company for accounting, finance, and bookkeeping professionals. Due to the vacancy of the Director of Fiscal Services position and while the position is being recruited, it is necessary to backfill with an experienced professional to manage the staff and oversee the department. The agreement is through June 30, 2012, or until the position is filled.

Vice President Ligioso noted a typographical error on the agenda item reporting the monthly rate is approximately \$15,000--not \$1500/mo.

Moved by Trustee Keith seconded by Trustee Honeychurch to adopt the proposed Agreement with Accountemps DBA Robert Half International, Inc., as presented. The motion passed. Trustee McCaffrey voted no. Trustee Chapman abstained.

Academic and Student Affairs

(e) Agreement for Educational Services Between Rexam Beverage Can Americas and Solano Community College District

Dr. Jowel Laguerre, Superintendent-President, presented the Agreement for Educational Services between Rexam Beverage Can Americas and Solano Community College District.

Moved by Trustee Honeychurch and seconded by Trustee Keith to adopt the Agreement for Educational Services between Rexam Beverage Can Americas and Solano Community College District. The motion carried unanimously.

(f) Establishment of New Clinical Experience Agreement Between Solano Community College District and Woodland Memorial Hospital

Dr. Jowel Laguerre, Superintendent-President, presented the Establishment of New Clinical Experience Agreement between Solano Community College District and Woodland Memorial Hospital.

Moved by Trustee Keith and seconded by Trustee Honeychurch to adopt the Establishment of New Clinical Experience Agreement between Solano Community College District and Woodland Memorial Hospital. The motion carried unanimously.

10. INFORMATION ITEMS – NO ACTION REQUIRED

(a) Sabbatical Leave Report for the Academic Year 2010-2011

Dr. Jowel Laguerre, Superintendent-President, reported that in the interest of time Dr. Gene Thomas will report on his sabbatical leave for the 2010-11 academic year, spring 2011 semester, on Development of Lab Manual for Biology 15 at a future meeting.

(b) Solano College Faculty Association's Initial Proposals for the Successor Agreement Between the District and Solano College Faculty Association (SCFA)

Dr. Gene Thomas, SCFA Chief Negotiator, introduced the SCFA's proposals to the district for the purpose of public notice ("sunshining"). Pursuant to Government Code Section 3547, public comment on such proposals shall be received at the next governing board meeting, which is scheduled March 21, 2012. Articles to be opened are Articles 12 (Sick Leave) and 16 (Faculty/Management Rights). Dr. Thomas advised the Negotiation Team is available March 13, 2012, 9:00-11:00 a.m., and March 27, 2012, 9:00-11:00 a.m., to begin bargaining. SCFA is committed to solving our difficulties.

Dr. Laguerre commented that the College has a long history of distrust with inaccurate information, sometimes confusing information, especially regarding health care costs. We have to do better. Dr. Laguerre is hopeful he and SCFA and the Senate can sit down together with appropriate managers, side by side, and work towards transparency, especially where the budget is concerned. It is time to work towards resolving our differences and sharing information.

(c) CCFS-311Q Financial Report, Second Quarter FY 2011-12

AB 2910, Chapter 1486, Statutes of 1986 requires California community college districts to report quarterly on its financial condition. The CCFS-311Q quarterly financial report for the second quarter of FY 2011-12 was reviewed by the Board for information

11. ANNOUNCEMENTS

There were no announcements.

12. ITEMS FROM THE BOARD

Board President Thurston reminded the Board members that the ACCT evaluations of the Superintendent-President and Board Assessment are due March 30, 2012. This information will be discussed at the Board Retreat scheduled April 18, 2012, which will be held at the Vallejo Center.

Board President Thurston recessed the regular meeting at 10:33 p.m.

13. CLOSED SESSION

- (a) Conference with Labor Negotiator
Agency Negotiator: Sandra Dillon
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39

(b) Public Employee Discipline/Dismissal/Release

(c) Conference with Legal Counsel—Anticipation Litigation

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9:
One (1) potential case.

Board President Thurston called the Closed Session meeting to order at 10:40 p.m.

14. RECONVENE REGULAR MEETING

Board President Thurston reconvened the regular meeting at 11:00 p.m.

15. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Thurston reported that the Board held Conference with Labor Negotiator Agency Negotiator, CCA/CTA/NEA, CSEA, Operating Engineers—Local 39 in Closed Session and no action was taken.

Board President Thurston reported that the Board discussed Public Employee Discipline/Dismissal/Release in Closed Session, and no action was taken.

Board President Thurston reported that the Board held Conference with Legal Counsel regarding anticipated litigation in Closed Session, and no action was taken.

16. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 11:01 p.m.

JCL:js

BOARD MINUTES.03.07.12.FINAL

ROSEMARY THURSTON
BOARD PRESIDENT

APPROVED

JOWEL C. LAGUERRE, Ph.D.
SECRETARY

SCCD Board minutes are summarized per SCCD Board Policy 1045 and 1046. To listen to the full deliberation of the Board, please contact the Office of the Superintendent-President within thirty (30) days.



Negotiation Group Sign-In Log Sheet

District/COE: Solan Date: 4/18/12
 Name of Bargaining Unit: SCFA Start/End Time: 8 Time Spent: _____

(Please check the appropriate box)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Side-Table for Negotiation | <input type="checkbox"/> At-Table Negotiation |
| <input type="checkbox"/> Side-Table for Mediation | <input type="checkbox"/> At-Table Mediation |
| <input type="checkbox"/> Fact-Finding Negotiation | <input type="checkbox"/> Impasse Proceeding |
| <input type="checkbox"/> Arbitration (Grievances) | <input type="checkbox"/> Unfair Labor Practice |
| <input type="checkbox"/> Contract Administration (Training) | |

CB8

Name (please print clearly)	Signature	Title	Substitute / Rate
District Team Members			
Zandra Gilley	<i>Z Gilley</i>	Ex Asst.	Yes ___ or No <input checked="" type="checkbox"/> \$
BETSY JULIAN	<i>Betsy Julian</i>	DEAN	Yes ___ or No <input checked="" type="checkbox"/> \$
Eric Vinos	<i>Eric Vinos</i>	Dean	Yes ___ or No <input checked="" type="checkbox"/> \$
Daniel Laguerre	<i>D Laguerre</i>	SP	Yes ___ or No <input checked="" type="checkbox"/> \$
Mara Albarran	<i>Mara Albarran</i>	HR Mgr	Yes ___ or No <input checked="" type="checkbox"/> \$
Mario Mouric	<i>Mario Mouric</i>	Dean	Yes ___ or No <input checked="" type="checkbox"/> \$
Julian Cigioso	<i>Julian Cigioso</i>	VP	Yes ___ or No <input checked="" type="checkbox"/> \$
			Yes ___ or No ___ \$
Certificated or Classified Team Members			
T Davis			Yes ___ or No ___ \$
D. Lisi			Yes ___ or No ___ \$
G. Thomas			Yes ___ or No ___ \$
R. Pike			Yes ___ or No ___ \$
S. Rotenberg			Yes ___ or No ___ \$
J Bandenhal			Yes ___ or No ___ \$
			Yes ___ or No ___ \$
			Yes ___ or No ___ \$

Time spent preparing for the at-table negotiation session:

Name (please print clearly)	Signature	Title	Time Spent

Should you have any questions, please call Kimberley Nguyen @ (916) 471-5516, fax (916) 366-4838 or email: kimberlevnguyen@maximus.com, Address: MAXIMUS, 3130 Kilgore Road, Ste. 400, Rancho Cordova, 95670

E7.3

Link to [E7.3: [BOT Meeting Minutes, dated May 16, 2012](#)]

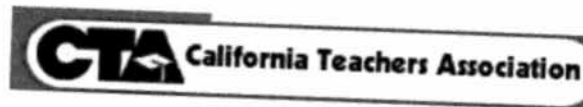
COLLECTIVE BARGAINING CONTRACT

Between

Solano County Community College District

And

The Solano College Chapter CCA/CTA/NEA



July 1, 2012

to

June 30, 2015

Governing Board Adopted: May 16, 2012

ARTICLE 19 WORKLOAD

19.0 The parties agree to establish a committee of three (3) faculty appointed by the Association President and approved by the Executive Board and three (3) administrators appointed by the Superintendent-President for the purpose of replacing the activity point workload system with one that is less complicated, manageable, and meets our technology needs. This committee will also determine the feasibility of providing adjunct instructors with rehire rights and examine load limits for regular faculty.

The District and the Association will appoint the committee members by May 15, 2012. The committee will meet in September 2012, provide a progress report by Thanksgiving, and complete its task by February 1, 2013 at which time the committee will provide its recommendations to the Association and the Superintendent-President. The parties agree to meet and negotiate the recommendations by March 15, 2013. (Adopted 5/16/12)

19.1 Work Assignments:

19.101 The District recognizes that there are a number of different kinds of professional responsibilities being performed by members of the unit and that said members may best discharge their professional duties by following varied academic work patterns.

19.102 An instructor contact hour is defined as fifty (50) clock minutes of instruction. No more than one classroom clock hour shall be counted in a sixty-(60) minute clock hour.

19.103 In multiple hour classes, a course will be scheduled to have a ten (10) minute passing period. For example: Tuesday and Thursday, 8 a.m. to 9:20 a.m.; Monday and Wednesday, 9:30 to 10:50 a.m. This schedule pattern maximizes FTEs that may be claimed for these courses.

19.104 All faculty will develop and assess SLOs/SAOs. (Adopted 5/16/12)

19.105 Adjunct faculty may receive two (2) hours of pay per semester to conduct SLO/SAO assessments with support of the dean or other faculty. This compensation will be at Category 3. (Adopted 5/16/12)

19.106 In disciplines with no full-time faculty to create and assess SLOs/SAOs an adjunct faculty member may receive up to five (5) hours of pay per semester with support from the dean or other faculty. This compensation will be at Category 3. (Adopted 5/16/12)

The ACCJC Recommendation 7 has urged us to incorporate the development and implementation of Student Learning Outcomes and Service Area Outcomes (SAOs) into our evaluation process. As such, it is my recommendation that:

- ALG consents to have the development and implementation of Student Learning Outcomes (SLOs) added to our evaluation process. For most Educational Administrators, the evaluation of the development and assessment of SLOs in your particular area (School) will be required. For some Managers, SLO development and evaluation will not be applicable.
- ALG consents that Educational Administrators are evaluated also on the development and implementation of Service Area Outcomes (SAOs) as is the expectation of the Commission.

Upon receipt of your critique of the proposal as stated (above), language in support of this requirement will be included in Policy 4800 and procedures developed to implement the new requirement.

The inclusion of SLOs and SAOs in the ALG evaluation will assure compliance with ACCJC.

Administrative Leadership Group (ALG)
Friday, September 7, 2012
8:30-10:00 a.m.
Board Room

Attendees: Mostafa Ghous, Immaculate Adesida, Charo Albarran, Jowel Laguerre, Jeff Lamb, Yulian Ligioso, Lily Espinoza, Barbara Fountain, Dwight Calloway, Renneé Moore, Christie Speck, Peter Cammish, Donna Laroski, Shanna Ballard, Cynthia Garcia, Robin Darcangelo, Judy Yu, Shemila Johnson, Patrick Killingsworth, Charlene Snow, Curt Johnston, Kimo Calilan, Deborah Mann, Ed Goldberg, Chuck Eason, Judy Spencer, Janet Leary

Notes

I. Welcome / Introductions — Dr. Laguerre

Dr. Laguerre welcomed the group and asked the ALG members to introduce themselves to the group's new member, Ret. Lieutenant Ed Goldberg, Interim Campus Police Chief.

II. Proposed Service Area Outcomes — Dr. Laguerre

- Dr. Laguerre said he received a service area concern that Governing Board agenda items were approved only once a month, and he clarified that agenda items go to the Governing Board for approval twice a month, at both monthly meetings.
- Dr. Laguerre handed out and read copies of this proposal: "In order to meet the standards and increase institutional effectiveness, the team recommends that the College develop and implement appropriate policies and procedures that incorporate effectiveness in producing student learning outcomes into the evaluation process of faculty and others directly responsible for student progress toward achieving student learning outcomes. (Standards II.A.1.c, II.A.2.e, II.A.2.f, III.A.1.c).

He recommended consent to implement this proposal into our process, and he solicited the group's feedback and input. Jeff Lamb said he would submit clarifying language, and there was general consensus to accept the proposal.

Upon Jeff Lamb's and any other ALG feedback and input, language in support of this requirement will be included in Policy 4800. And proper procedures will be developed in its support

III. Planning and Outcome Assessments — Peter Cammish

Peter demoed the new outcomes and assessments tool, which he created. The system builds upon the outcomes that administrative areas have already submitted and allows for the recording of assessments, follow-on actions, and specific projects and activities linked to outcomes. Linking outcomes back to strategic goals and core competencies allows us to produce the fundamentals of a strategic plan. Dr. Laguerre said the information which is input will help us be able to write a report for the visiting team about where we are with SAOs. Peter and Dr. Laguerre asked the ALG to finish adding assessment and planning information, as 54% of ALG have not input their outcomes and assessments data.

Peter will send the link to everyone who doesn't have it, and he offered to do group/classroom as well as individual trainings.

IV. Mission Statement — Peter Cammish

In light of ACCJC Recommendation #1, Program Evaluation and Review Team (PERT) undertook the task of making modifications to our mission statement, using Title V / Ed Code 71705 (Mission and Objectives) and ACCJC Standards as parameters. Peter stated that he emailed the modified statement to \$All on Thursday, September 6. He asked the ALG to review the modified mission statement attached to that email and provide feedback. The feedback will be shared with SGC on September 12, so Peter hopes to receive any input before noon on the 12th.

V. Meeting Frequency —Dr. Lily E. Espinoza

In following up to the discussion at the August 3 ALG meeting regarding meeting frequency, Lily distributed handouts with the following information:

Currently, all ALG members meet on a monthly basis August through July on the first Friday on the month. The meetings are one hour and cover many topics that are often discussed in other college meetings that members attend such as Cabinet, Shared Governance, and FaBPAC. In addition, information is shared using various means such as SP Direct, meeting minutes on Intranet, constituency member report outs, MyGroups, and email. As well, there is a need for additional times throughout the year for members of the management groups to meet regarding specialized topics.

Included on Lily's handout was a proposal to meet quarterly beginning in October. After discussion, the ALG agreed, though, to count the September 7 meeting as the first one of the quarter. So the revised and agreed-upon proposal was to meet quarterly - September, December, and March on the first Friday of the month for two hours, and June for a day-long summer retreat.

VI. SP Gram to ALG —Dr. Laguerre

Dr. Laguerre asked ALG members if they had missed receiving his *SP Gram*, as he had not sent it a few weeks. And he asked the group if they would be OK with receiving just his weekly *SP Direct*. All agreed that receiving just the one communication would be fine. Chuck Eason requested just that Dr. Laguerre include his weekly calendar (which was part of the *SP Gram*) in his *SP Direct*.

VII. Human Resources — Charo Albarran & Immaculate Adesida

- Neo GOV: Charo reported that NeoGOV, an automated applicant tracking system, has been implemented and added that in comparison to People Admin, (the system the College previously used), NeoGOV is paperless, less costly, and offers much more in functionality and reporting capabilities.

Immaculate Adesida demoed how to apply for a job online with NeoGOV, and she and Charo asked the ALG to encourage people to apply online and to let folks know they no longer have to go to HR for application packets. Both Charo and Immaculate will be attending meetings campus-wide to demonstrate NeoGOV.

- Solano Community College Image / Social Media: Charo encouraged all to be mindful of what we put on social media sites, and she reminded the group that HR checks internet profiles

VIII. Next Meeting: Friday December 7, 2012, 8:30-10:30 a.m., Board Room