

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

TO: Members of the Governing Board
SUBJECT: CONSENT CALENDAR – HUMAN RESOURCES
REQUESTED ACTION: APPROVAL

EMPLOYMENT 2011-2012

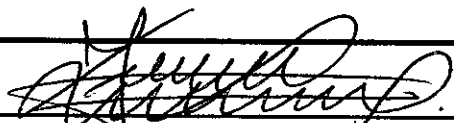
Short-term/Temporary/Substitute

| <u>Name</u> | <u>Assignment</u> | <u>Effective</u> | <u>Amount</u> |
|--------------|---|-------------------|---------------|
| Ed Re | Teaching/Curriculum Development Workforce & Economic Development SB 70 Grants | 3/22/12 – 6/30/12 | \$ 67.88 hour |
| Kelly Ryan | Basic Skills, English | 3/20/12 – 6/23/12 | \$ 57.45 hour |
| Alan Stewart | UMOJA Supplemental Instructor | 2/15/12 – 6/30/12 | \$ 14.76 hour |

Professional Experts

| <u>Name</u> | <u>Assignment</u> | <u>Effective</u> | <u>Amount</u> |
|---------------------------------|---------------------------------|------------------|-----------------|
| <i>Flex Calendar Presenters</i> | | | |
| Scott Crosier | Student Learning Outcomes (SLO) | 3/14/12 | \$ 400.00 total |
| Michael Lawlor | Student Learning Outcomes (SLO) | 3/14/12 | \$ 400.00 total |
| Karen McClendon | Student Learning Outcomes (SLO) | 3/14/12 | \$ 400.00 total |

Charo Albarran
 Human Resources Manager


JOWEL C. LAGUERRE, Ph.D.
 Superintendent/President

March 9, 2012
 Date Submitted

March 9, 2012
 Date Approved

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

March 21, 2012

Page 2

Professional Experts (Continued)

| <u>Name</u> | <u>Assignment</u> | <u>Effective</u> | <u>Amount</u> |
|--|---|-------------------------------------|-------------------|
| <i>Foster & Kinship Care Education</i> | | | |
| Greg Begin | Present, Teen Issues: Guiding Your Teen Safe | 4/10/12 | \$ 250.00 total |
| | Present, Teen Issues: Guiding Your Teen Safe | 5/8/12 | \$ 250.00 total |
| Deborah Davis | Present, Special Needs Infants & Toddlers | 4/6/12 | \$ 250.00 total |
| | Present, Special Needs Infants & Toddlers | 5/4/12 | \$ 250.00 total |
| Jacqueline Jones | Co-present: Family Night Social Skills | 4/3 & 4/20/12 | \$ 360.00 total |
| | Co-present: Family Night Life Books | 5/1 & 5/18/12 | \$ 360.00 total |
| Kerry Pilley | Co-present: School Issues | 4/3/12 | \$ 180.00 total |
| | Co-present: School Issues | 5/1/12 | \$ 180.00 total |
| Mary Ann Turley | Co-present: Kinship Support & Information; Co-present: PRIDE Pre-Service for Foster & Adoptive Parents | 5/2 – 5/16/12 and 5/3 – 5/24/12 | \$ 1,260.00 total |
| | Co-present: Kinship Support & Information; Co-present: PRIDE Pre-Service for Foster & Adoptive Parents | 4/4 – 4/26/12 4/5 – 4/29/12 | \$ 1,260.00 total |
| | Co-present: Kinship Support & Information; Co-present: Surviving Summer | 6/6 & 6/13/12 6/5/12 | \$ 540.00 total |
| | | | |
| Tyffany Wanberg | Co-present: Kinship Support & Information; Present, Foster Parent College: Safe Parenting; Co-present PRIDE Pre-service for Foster & Adoptive Parents | 4/4 – 4/25/12 4/24/12 4/5 – 4/26/12 | \$ 1,620.00 total |
| | Co-present: Kinship Support & Information; Present, Foster Parent College: Childhood Anxiety Disorders; Co-present: PRIDE Pre-service for Foster & Adoptive Parents | 5/9 – 5/23/12 5/22/12 5/3 – 5/24/12 | \$ 1,620.00 total |
| | | | |
| | | | |

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

March 21, 2012

Page 3

GRATUITOUS SERVICE

School/Department

Name

Assignment

Counseling

DSP

DSP

Eric Booker

Gerald Greene, Jr.

Patricia San Nicholas

Counseling

Assisting students

Notetaker

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

Admissions and Records
Barbara Fountain, Responsible Manager

| <u>Name</u> | <u>Assignment</u> | <u>Effective</u> | <u>Amount</u> |
|-------------|--------------------------------------|----------------------------------|-----------------------------|
| John Mullen | Review of Class Scheduling Practices | March 8, 2012- April 30, 2012 | Not to exceed \$5,000.00 |

Career Technical Education
Jerry Kea, Responsible Manager

| | | | |
|-----------|--|---------------------------------|------------------------------|
| Julia May | Implement and Manage the CTE Transitions Grant Program | March 1, 2012- June 30, 2012 | Not to exceed \$31,020.00 |
|-----------|--|---------------------------------|------------------------------|

Contract Education
Deborah Mann, Responsible Manager

| | | | |
|---------------|---|----------------------------------|------------------------------|
| Cynthia Weiss | Design and develop a Spanish Immersion Program and Curriculum | April 23, 2012- July 26, 2012 | Not to exceed \$14,700.00 |
|---------------|---|----------------------------------|------------------------------|

Yulian Ligioso
Vice President of Finance & Administration


JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

March 9, 2012
Date Submitted

March 9, 2012
Date Approved

CONSENT CALENDAR – FINANCE & ADMINISTRATION

March 21, 2012

Page 2

PERSONAL SERVICES AGREEMENTS

Small Business Development Center
Chuck Eason, Responsible Manager

| <u>Name</u> | <u>Assignment</u> | <u>Effective</u> | <u>Amount</u> |
|---------------------|---|----------------------------------|-----------------------------|
| Mitzi Bunch | Entrepreneurial Training and advising for the Solano College SBDC | March 22, 2012- June 30, 2012 | Not to exceed \$1,600.00 |
| K. Patrice Williams | Marketing Campaign for the Solano College SBDC. | March 22, 2012- June 30, 2012 | Not to exceed \$3,200.00 |
| Scott Huberts | Business Advising for the Solano College SBDC | March 22, 2012- June 30, 2012 | Not to exceed \$2,400.00 |
| Ron Mulligan | Business Advising for the Solano College SBDC | March 22, 2012- June 30, 2012 | Not to exceed \$1,600.00 |
| Thomas Camerato | Business Advising for the Solano College SBDC | March 22, 2012- June 30, 2012 | Not to exceed \$1,600.00 |

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RENEWAL OF MEMORANDUM OF UNDERSTANDING
BETWEEN SOLANO COMMUNITY COLLEGE DISTRICT
AND SOLANO COUNTY OFFICE OF EDUCATION

REQUESTED ACTION: APPROVAL

SUMMARY:

This Memorandum of Understanding (MOU) is between Solano Community College, hereafter identified as "SCCD" and the Solano County Office of Education, hereafter known as "SCOE". The MOU is in place to provide Community Collaborative services and activities to Solano County middle and high schools, students, parents, counselors and teachers from March 22, 2012 through March 31, 2013.

The pathway focus for our SB 70 includes Water/Wastewater; Entrepreneurship; Advanced Manufacturing programs including Mechatronics, Welding and Drafting; and Health Information Technology. Our grants focus on career pathway development, curriculum development, professional development for faculty, and career awareness for grades 7-12. The MOU is in the amount of \$100,000.

A copy of the Agreement will be available in the Office of the Superintendent-President, the Office of the Vice President of Finance and Administration, and in the Office of Workforce and Economic Development. Approval of this agreement is requested at this time.

*Government Code: 78021 Board Policy: 3520 Estimated Fiscal Impact: \$100,000 expenditure
CEO 2011-12 Goals: Improve retention opportunities for students*

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Deborah Mann, Director
Workforce and Economic Development

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7195

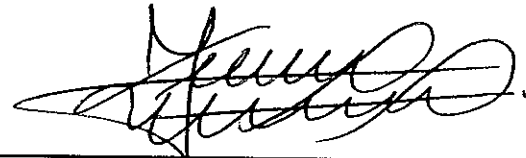
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

March 9, 2012

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

March 9, 2012

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

MEMORANDUM OF UNDERSTANDING

Between Solano Community College District and Solano County Office of Education

This MEMORANDUM OF UNDERSTANDING is entered into this 22nd day of March 2012, by and between Solano Community College District (SCCD), and Solano County Office of Education (SCOE), hereinafter referred to as "SCCD" and "SCOE."

Whereas SCCD is an integral partner with SCOE.

And whereas SCCD is in receipt of a Community Collaborative SB70 Grant requiring career pathway development, curriculum development, career awareness activities and professional development for faculty, with significant input from and interaction with Solano County middle and high schools;

And whereas SCOE is the conduit for said activity;

SCCD and SCOE have agreed to collaborate as detailed below.

SCOE Responsibilities:

COMMUNITY COLLABORATIVE, SB-70

Grant Numbers: 10-140-281 Core & 10-141-281 Supplemental

MOU Term: 03/22/2012 – 3/31/2013

This Memorandum of Understanding (MOU) is between Solano Community College, hereafter identified as "SCCD" and the Solano County Office of Education, hereafter known as "SCOE". The MOU is in place to provide Community Collaborative services and activities with Solano County middle and high schools, students and parents, teachers, administrators, and counselors receiving benefit from the Community Collaborative.

| <u>Community Collaborative Grant Activity</u> | <u>SCOE Deliverable</u> | <u>Budget</u> |
|---|--|--|
| Curriculum Development: Career Pathways – Water/Wastewater; Entrepreneurship; Manufacturing and Product Development; Health Science and Medical Technology. | SCOE will coordinate work with high schools to develop industry standard curriculum in health science pathways and update curriculum in Manufacturing and Product Developing (welding & drafting pathways). SCOE will meet with SCC faculty to receive input. A small amount of funding will support W/WW and Entrepreneurship. SCOE will pay for sub costs and stipends to teachers developing curriculum. | \$6000 Staff support, teacher stipends and substitute costs |

| <u>Community Collaborative Grant Activity</u> | <u>SCOE Deliverable</u> | <u>Budget</u> |
|--|--|--|
| Expand career exploration to middle school students. | SCOE will evaluate additional and alternative career exploration/career awareness tools with grade appropriate focus. | \$5000 – Career awareness software for middle schools |
| Purchase equipment and supplies to enhance programs in Health Science and Manufacturing in middle and high schools. | SCOE to research & evaluate industry standard equipment and supplies necessary to update and enhance current programs; SCOE will purchase supplies and equipment and document distribution of deliverables. | \$35,000 – supplies and equipment |
| Provide middle and high school teachers and students with opportunities to visit and tour industry and college sites for all identified career pathways. | SCOE will coordinate logistics and pay for transportation and substitute stipends for teachers participating in tours. | \$4000 for subs & transportation |
| Provide middle and high school teachers with professional development opportunities to enhance and improve their program knowledge for all identified career pathways. | SCOE will research and coordinate professional development and externship opportunities, pay for all professional development costs including but not limited to travel costs, workshop registration fees, substitute stipends and teacher stipends. | \$10,000 – Staff support and logistics for externships, teacher travel, workshop registration, teacher stipends, teacher substitutes |
| SCCD will coordinate an Expanding Your Horizons day at SCC for middle and high school girls for STEM related career pathways. | SCOE will coordinate logistics to get teachers and students to the event, and pay for transportation and substitute stipends. | \$2,000 teacher stipends and/or substitutes and/or transportation |
| Coordinate SB70 Water/Wastewater activities for middle and high school students. | SCOE will coordinate all staff support, contracts, logistics, transportation, teacher substitute costs and supplies and equipment for water/wastewater activities and SRCD Bio-Monitoring program. | \$30,000 contracts, staff support, transportation, teacher subs, supplies |
| | Printing | \$500 |
| | Mileage | \$500 |
| | Logistics and coordination of all activities | \$7000 |

SCCD Responsibilities:

- SCCD will provide \$100,000 to SCOE for grant activities.
- SCCD will provide agendas, staff, and facilities for regular grant meetings & activities.
- SCCD will provide industry partners and college faculty and staff for grant activities.

Term:

The term of this agreement shall be from March 22, 2012 through March 31, 2013. This agreement may be extended or increased with an addendum.

The signatures below indicate agreement to the foregoing terms dated this 21st day of March, 2012.

Solano County Office of Education:

Solano Community College:

Leticia Allen
Associate Superintendent
Administrative Services & Operations
Solano County Office of Education

Jowel C. Laguerre, Ph.D.
Superintendent-President
Solano Community College

Janet Harden
Assistant Superintendent
Human Resources/Workforce
Development
Solano County Office of Education

Deborah Mann
Director of Workforce and Economic
Development
Solano Community College

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

TO: Members of the Governing Board

**SUBJECT: RENEWAL OF MEMORANDUM OF UNDERSTANDING
BETWEEN SOLANO COMMUNITY COLLEGE DISTRICT
AND MEYER CORPORATION**

REQUESTED ACTION: APPROVAL

SUMMARY:

An agreement between Solano Community College District and the Meyer Corporation for special educational services is being presented to the Governing Board for approval.

The District will provide training for up to 30 Meyer employees. Employees will attend 34 hours of training in two groups, one beginning and one advanced. Training will take place in Spring 2012, start dates on April 3 and 5, 1:30-3:30 p.m., with completion on August 1, 2012. Training will be delivered on-site at the Meyer Corporation Fairfield plant. All new class participants will be assessed by the instructor with both placement and achievement tools. All successful completers will receive Certificates of Success.

Meyer Corporation will compensate the district \$10,500.00 for all educational services rendered. The cost is inclusive for all instruction and teaching/training materials, except for textbooks, which will be purchased by the District and billed separately.

A copy of the Agreement will be available in the Office of the Superintendent-President, the Office of the Vice President of Finance and Administration, and in the Office of Workforce and Economic Development.

Approval of this agreement is requested at this time.

*Government Code: 78021 Board Policy: 3520 Estimated Fiscal Impact: \$ 10,500 revenue
CEO 2011-12 Goals: Lead the college to fiscal stability.*

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Deborah Mann, Director
Workforce and Economic Development

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7195

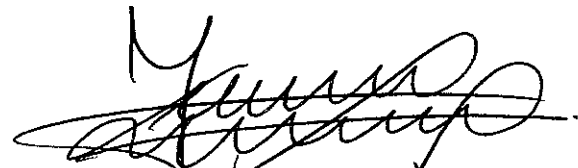
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

March 9, 2012

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

March 9, 2012

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
AGREEMENT FOR EDUCATIONAL SERVICES**

This agreement is entered into by and between **SOLANO COMMUNITY COLLEGE DISTRICT**, hereinafter referred to as "District" and **MEYER CORPORATION, ONE MEYER PLAZA, VALLEJO, CA 94590**, hereinafter referred to as "Meyer Corporation."

WHEREAS, Meyer Corporation desires to engage the District to render special educational services,

THEREFORE, THE PARTIES AGREE AS FOLLOWS:

- A. The District will provide English as a Second Language training for up to 30 employees.
- B. The District will develop, coordinate, deliver, and evaluate the training. Employees will attend 34 hours of training in two groups, one beginning and one advanced. Training will take place in Spring 2012, start dates on April 3 and 5, from 1:30-3:30 p.m. Training will complete on August 1, 2012. Instruction will be delivered on-site at the Meyer Corporation Fairfield plant, 2001 Meyer Way. Each employee will receive texts and materials, based on their class level and country of origin. The textbook costs will be billed to Meyer Corporation in a separate invoice. All new class participants will be assessed by the instructor with both placement and achievement tools. All successful completers will receive Certificates of Success. Additional training can be scheduled as needed with an addendum to this contract.
- C. Meyer Corporation will identify all employees who will participate in training.
- D. Meyer Corporation will compensate the District for all services rendered and expenses at a rate of ten thousand five hundred dollars and no cents (\$10,500.00.) The cost is inclusive for all instruction and teaching/ training materials, except for textbooks, which will be purchased by the District and billed separately.
- E. Payments by Meyer Corporation to the District will be due upon receipt of invoice. An invoice will be generated when the training is 50% completed.
- F. **IT IS MUTUALLY UNDERSTOOD** that Meyer Corporation and the District shall secure and maintain in full force and effect during the full term of this Agreement, liability insurance in the amounts and written by carriers satisfactory to Meyer Corporation and the District respectively.
- G. The District will indemnify, and hold harmless, in any actions of law or equity, Meyer Corporation, its officers, employees, agents and elective and appointive boards from all claims, losses, damage, including property damages, personal injury, including death, and liability of every kind, nature and description, directly or indirectly arising from the operations of the District under this Agreement or of any persons directly or indirectly employed by, or acting as agent for the District, but not including sole negligence or willful misconduct of Meyer Corporation. This indemnification shall extend to claims, losses, damages, injury and liability for injuries occurring after completion of the services rendered pursuant to this Agreement, as well as during the process of rendering such services. Acceptance of insurance certificates required under this Agreement does not relieve the District from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to all damages and claims for damages of every kind suffered, by reason of any of the District's operations under this

Agreement regardless of whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

Meyer Corporation will indemnify, and hold harmless in any actions of law or equity, the District, its officers, employees, agents and elective and appointive boards from all claims, losses, damage, including property damages, personal injury, including death, and liability of every kind, nature and description, directly or indirectly arising from the operations of Meyer Corporation under this Agreement or of any persons directly or indirectly employed by, or acting as agent for Meyer Corporation, but not including the sole negligence or willful misconduct of the District. This indemnification shall extend to claims losses, damages, injury and liability for injuries occurring after completion of the services rendered pursuant to this Agreement, as well as during the process of rendering such services. Acceptance of insurance certificates required under this Agreement does not relieve Meyer Corporation from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to all damages and claims for damages of every kind suffered, by reason of any of Meyer Corporation operations under this Agreement regardless of whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

- H. Meyer Corporation agrees that it will not discriminate in the selection of any student to receive instruction pursuant to the Agreement because of sex, sexual preference, race, color, religious creed, national origin, marital status, veteran status, medical condition, age (over 40), pregnancy, disability, and political affiliation. In the event of Meyer Corporations' non-compliance with this section, the Agreement may be canceled, terminated, or suspended in whole or in part by the District.

Tina Manriquez
Human Resource Manager
Meyer Corporation
Vallejo, CA

Date _____

Jowel C. Laguerre, Ph.D.
Superintendent-President
Solano Community College
Fairfield, CA

Date _____

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: RENEWAL AGREEMENT BETWEEN CALIFORNIA
COMMUNITY COLLEGES CAREER TECHNICAL
EDUCATION PATHWAYS INITIATIVE AND SOLANO
COMMUNITY COLLEGE DISTRICT TO DEVELOP AND
MANAGE COMMUNITY COLLABORATIVE GRANT
ACTIVITIES

REQUESTED ACTION: APPROVAL

SUMMARY:

Solano Community College District is in receipt of an SB70 Grant in the amount of \$411,350.00. The terms of the grant are February 1, 2012 through February 28, 2014. This item is being presented to the Governing Board for approval.

Our grants focus on career pathway development, curriculum development, professional development for faculty, and career awareness for grades 7-12. Funding will be allocated to Water/Wastewater; Entrepreneurship; Advanced Manufacturing programs including Mechatronics, Welding and Drafting; and the development of a Health Information Technology program. The District will manage all grant activities while further developing our partnership with Solano County schools.

A copy of the Agreement will be available in the Office of the Superintendent-President, the Office of the Vice President of Finance and Administration, and in the Office of Workforce and Economic Development. Board approval is requested at this time.

Government Code: 78021 Board Policy: 3520 Estimated Fiscal Impact: \$411,350 revenue
CEO 2011-12 Goals: Ensure fiscal stability of the District

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Deborah Mann, Director
Workforce and Economic Development

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7195

TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

March 9, 2012

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

March 9, 2012

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

**THIS FORM MAY BE REPLICATED
BUT UNDER NO CIRCUMSTANCES CAN THE LANGUAGE BE ALTERED**

BOG, California Community Colleges Chancellor's Office - 6870

DISTRICT USE ONLY

District (Grantee): Solano County CCD

College: Solano Community College

Grant Agreement

BOG-CCCCO USE ONLY

CTE Pathways Initiative
Career Technical Education Community Collaborative Projects

Grant Agreement No.: 11 - 140 - 281

Funding Fiscal Year

2011-12

Total Amount Encumbered : \$ 411,350

RFA # 11 - 140

This grant is made and entered into, by and between, the BOG, California Community Colleges Chancellor's Office and the aforementioned district, hereafter referred to as the Grantee. The grant shall consist of this Grant Agreement face sheet and the Grantee's application, with all required forms. The RFA Specification and the Grant Agreement Legal Terms and Conditions (Articles I, Rev. 11/11 and II, Rev. 4/09), as set forth in the RFA Instructions are incorporated into this grant by reference.

The total amount payable for this grant shall not exceed the amount specified above as "Amount Encumbered". Each funding period is contingent upon the availability of funds, and is subject to any additional restrictions, limitations, or conditions enacted in the State Budget and/or Executive Orders that may effect the provisions, terms, or funding of this agreement in any manner

The term of this grant shall be from February 1, 2012 to February 28, 2014. The Final Report must be submitted within 30 days of the grant end date.

This grant is subject to any additional restrictions, limitations or conditions enacted in the state budget and/or Executive Orders that may affect the provisions, term, or funding of this agreement in any manner.

GRANTEE

Project Director:

Deborah Mann

Total Grant Funds Requested: \$ 411,350

Total Match Funds, (if applicable): \$ 42,000.00

Signature, Chief Executive Officer (or authorized Designee)

Date:

Print Name/Title of Person Signing:

District Address: 4000 Suisun Valley Road
Fairfield, CA 94534-3197

STATE OF CALIFORNIA

Project Monitor:

Cynthia McFarland

Agency Address: 1102 Q Street, 4th Floor

Sacramento, CA 95811

| Item: | Object of Expenditure | Chapter | Statute | Fiscal Year | Amount |
|-------------------|-----------------------|---------|---------|-------------|------------|
| 6870 - 675 - 0001 | 3235 - 751 - 40415 | 2x4 | 2009 | 2011-12 | \$ 411,350 |

Total Amount Encumbered : \$ 411,350

Signature, Accounting Manager (or Authorized Designee) Budgeted funds are available for the period and purpose of the expenditures stated above.

Date:

Signature, Executive Vice Chancellor (or authorized Designee)

Date:

Print Name/Title of Person Signing:

Steve Bruckman, Executive Vice Chancellor

**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 - 2012

REQUESTED ACTION: APPROVAL OF SUBCOMMITTEE RECOMMENDATIONS

SUMMARY:

A subcommittee of the Governing Board, consisting of Trustees Honeychurch (Chair) and Chapman will advance recommendations for election to the statewide California Community College Trustees (CCCT) Board of Directors. Each member Community College District Board of the League shall have one vote for each of the eight vacancies on the CCCT Board of Directors. Only one vote may be cast for any nominee or write-in candidate. The eight candidates who receive the most votes statewide will serve three-year terms. In the event of a tie vote for the last position to be filled, the CCCT Board of Directors will vote to break the tie. A copy of the official ballot is provided as Attachment #1. This ballot must be postmarked by April 25, 2012.

The Subcommittee will make their recommendations to the Governing Board and request approval of the recommendations made at that time.

Government Code: Board Policy CCCT Governing Board Policies Estimated Fiscal Impact: N/A

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

Jowel C. Laguerre, Ph.D.
 Superintendent-President

PRESENTER'S NAME

400 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707-864-7112

TELEPHONE NUMBER

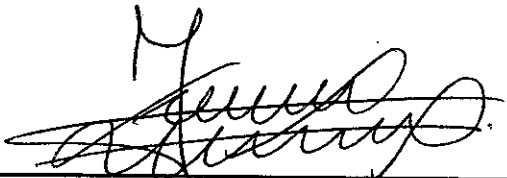
Administration

ORGANIZATION

March 9, 2012

DATE SUBMITTED TO

SUPERINTENDENT-PRESIDENT



JOWEL C. LAGUERRE, Ph.D.
 Superintendent-President

March 9, 2012
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

CCCT 2012 BOARD OFFICIAL BALLOT

Vote for no more than eight (8) by checking the boxes next to the names

NOMINATED CANDIDATES

List order based on Secretary of State's January 19, 2012 random drawing.

- *Janet Chaniot, Mendocino-Lake CCD
- Angela Acosta-Salazar, Rio Hondo CCD
- *Doug Otto, Long Beach CCD
- *Manny Ontiveros, North Orange County CCD
- Tina Park, Los Angeles CCD
- Ann H. Ransford, Glendale CCD
- Deborah LeBlanc, Compton CCD
- *Bernard "Bee Jay" Jones, Allan Hancock Joint CCD
- *Marcia Zableckis, Barstow CCD
- Greg Bonaccorsi, Ohlone CCD
- *Chris Stampolis, West Valley-Mission CCD

WRITE-IN CANDIDATES

Type each qualified trustee's name and district on the lines provided below.

* Incumbent

Board Secretary and Board President or Board Vice President must sign below:

This ballot reflects the action of the board of trustees cast in accordance with local board policy.

Secretary of the Board

President or Vice President of the Board

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

TO: Members of the Governing Board

SUBJECT: SOLANO COLLEGE FACULTY ASSOCIATION'S INITIAL PROPOSALS FOR THE SUCCESSOR AGREEMENT BETWEEN THE DISTRICT AND SOLANO COLLEGE FACULTY ASSOCIATION (SCFA)

REQUESTED ACTION: HOLD PUBLIC HEARING AND ADOPT PROPOSALS

SUMMARY:

At the Board meeting on March 7, 2012, the Governing Board reviewed the SCFA's proposals for the successor agreement between the District and Solano College Faculty Association (SCFA). In accordance with Government Code Section 3547, public comment on such proposal shall be received and a public hearing be held. The hearing will provide members of the public with an opportunity to express their views regarding the proposals.

After sufficient time has been allotted for public response, it is recommended that the Board President close the hearing, reconvene the regular meeting and adopt the proposals for negotiations.

The proposals are attached.

Government Code: 3547 Board Policy: 2010 Estimated Fiscal Impact: \$

SUPERINTENDENT'S RECOMMENDATION:

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

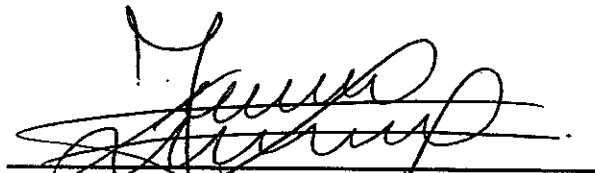
Dr. Gene Thomas
SCFA Chief Negotiator
PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197
ADDRESS

707-864-7000
TELEPHONE NUMBER

Solano College Faculty Association
ORGANIZATION

March 9, 2012
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**


JOWBL C. LAGUERRE, Ph.D.
Superintendent-President

March 9, 2012
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

RECEIVED

FEB 29 P 12:57

EDUCATION DEPARTMENT
SOLANO COMMUNITY
COLLEGE

February 29, 2012

Ms. Rosemary Thurston
President, Board of Trustees
Solano Community College
4000 Suisun Valley Road
Fairfield, CA 94590

Dr. Jewel Laguerre
President/Superintendent
Solano Community College
4000 Suisun Valley Road
Fairfield, CA 94590

Dear President Thurston and President/Superintendent Laguerre:

The Solano College Faculty Association, CCA/CTA/NEA opens Article 12 (Sick Leave) and Article 16 (Faculty/Management Rights) as our sunshining proposal.

The Association's Negotiation Team is available Tuesday, March 13th from 9 to 11 a.m. and Tuesday, March 27th from 9 to 11 a.m. to begin bargaining.

Sincerely,



Gene Thomas
SCFA Chief Negotiator

cc: Charlene Snow
Diana Fernandez-Lisi

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

TO: Members of the Governing Board

SUBJECT: AWARD OF CONTRACT FOR FINE ARTS (BUILDING 1300) ADDITION/REMODEL

REQUESTED ACTION: APPROVAL

SUMMARY:

Bids were opened at 2:00 p.m., on Thursday, March 8, 2012, for the Fine Arts Building 1300 Addition/Remodel (re-bid). Four bids (followed by the Engineer's estimate) are shown:

| | | |
|-------------------------------|--------------------|---------------------|
| F & H Construction | Lodi, CA | \$ 4,329,000 |
| BRCO Constructors | Loomis, CA | \$ 4,219,000 |
| West Bay Builders | Novato, CA | \$ 4,140,000 |
| D.L. Falk Construction | Hayward, CA | \$ 4,099,000 |
| Engineer's Estimate | | \$ 4,138,625 |

The submitted bid package was reviewed. A protest was received from the second-lowest bidder based on minor items only. Staff has thoroughly vetted the general contractor and particularly the sub-contractors in question. The conclusion is that the bid is responsible, and the concerns raised are not of such merit as to raise a question of non-responsiveness. Staff and legal counsel collectively recommend that the protest be overturned and that **D. L. Falk Construction** be awarded the contract for the Building 1300 remodel/renovation project in the amount of the bid shown.

Staff will be available to answer any questions from the Board.

Government Code: Board Policy: Estimated Fiscal Impact: Measure G Funds

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

David Froehlich
 Interim Director of Facilities

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

(707) 864-7176

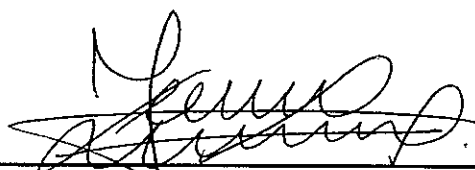
TELEPHONE NUMBER

Maintenance & Operations

ORGANIZATION

March 9, 2012

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
 Superintendent-President

March 9, 2012

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: APPROVAL TO ENTER INTO AGREEMENT WITH
SAAD & SHAW FOR FUNDRAISING-RELATED
COUNSEL**

REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested to enter into agreement with SAAD & SHAW, Comprehensive Fund Development Services, for up to ten hours of fundraising-related counsel on an as-requested basis during the remainder of Fiscal Year 2012 (March-June 2012). Services will be provided by phone and email and can include guidance in the creation of a case for support, strategy development, alumni engagement, Educational Foundation Board engagement, creation of benefits and opportunities, and suggestions for how to build a fund-development team.

Government Code: N/A Board Policy: 3225 Estimated Fiscal Impact: \$3,000.00

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

Yulian I. Ligioso, Vice President
Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

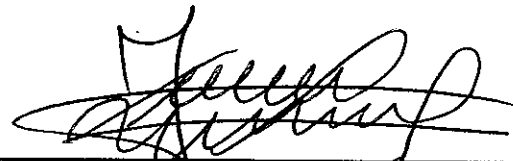
TELEPHONE NUMBER

Finance & Administration

ORGANIZATION

March 9, 2012

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

March 9, 2012

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SAAD&SHAW

Comprehensive Fund Development Services

PROFESSIONAL SERVICES AGREEMENT

This agreement is entered into on October __, 2011 between Solano Community College (hereafter "Client") and Saad & Shaw Comprehensive Fund Development Services (hereafter "Counsel"), and relates to fundraising counsel.

1. DESCRIPTION OF SERVICES.

A. Counsel will provide Client with up to ten hours of fundraising-related counsel on an as-requested basis during the remainder of fiscal year 2012 (October 2011 through June 2012). Services will be provided by phone and email and can include guidance in the creation of a case for support, strategy development, alumni engagement, foundation board engagement, creation of benefits and opportunities, and suggestions for how to build a fund development team.

2. COMPENSATION. Client will pay Counsel Fifteen Hundred Dollars (\$1,500.00) on November 15, 2011 and Fifteen Hundred Dollars (\$1,500.00) on February 1, 2012. Please make checks payable to Saad & Shaw.

3. TIMEFRAMES AND CANCELLATION.

A. Services will commence upon signing of this agreement and receipt of initial payment. Services will be provided throughout the months of October 2011 through June 2012 (inclusive).

B. Client may, at its discretion, cancel this contract within 10 days of its execution for any reason. Thereafter either party may cancel this Agreement with 30 days prior written notice to the other party.

4. RELATIONSHIP OF PARTIES. It is understood by the parties that Counsel are independent consultants with respect to the Services provided and are not employees of Client. Client will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of Counsel. Client does not direct or control the manner in which the Services are performed.

5. CONTROL OF ASSETS. Client exercises control and approval over the content and volume of any funds, assets, or property for charitable purposes.

6. NON SOLICITATION OF FUNDS. Counsel will not at any time solicit funds, assets, or property for charitable purposes; receive or control funds, assets or property solicited for charitable purposes; or employ, procure or engage any compensated person to solicit, receive, or control funds, assets or property for charitable purposes.

7. CONFIDENTIAL INFORMATION. The Parties agree to hold in strictest confidence and

____ Client Date _____ ♦ _____ Client Date _____ ♦ _____ Counsel Date _____

not to use, disclose, publish or otherwise reveal any Confidential Information of the other Party, except as necessary to perform the obligations pursuant to this Agreement. The Parties further agree not to copy, disclose or distribute such Confidential Information except as required to fulfill the Parties' obligations pursuant to this Agreement. The Parties understand and agree that "Confidential Information" includes, but is not limited to, any proprietary information, technical data, trade secrets or know-how, including, but not limited to, research, product plans, products, services, and customers. The confidentiality obligations imposed under Section shall survive the termination of this Agreement.

8. **INDEMNITY.** Both Client and Counsel shall indemnify, defend and save and hold harmless the other from any and all third party claims, liabilities, damages, and costs (including attorney fees and court costs) arising from the negligences, or willful misconduct of the other or its officers, directors, employees, or agents in connection with the performance of services under this Agreement.
9. **USE OF CLIENT NAME.** Client agrees to allow Counsel to use name of Client on client list and Counsel's other promotional materials.
10. **AMENDMENT.** This Agreement may be modified or amended provided the amendment is in writing and signed by an authorized representative of each party to this Agreement.
11. **ALTERNATIVE DISPUTE RESOLUTION.** In the event of any dispute between the parties concerning the interpretation or meaning of any provisions against this Agreement the parties shall in the first instance submit their dispute to mediation before a mediator to be selected by the mutual agreement of the parties. If the mediator does not produce an agreement, the parties shall then settle their dispute through binding arbitration. The parties will choose, by mutual agreement, an arbitrator from a list provided by the American Arbitration Association, or by any other method on which the parties agree.
12. **SEVERABILITY.** If any of the provisions of the Agreement is held by court of competent jurisdiction to be invalid, void, of unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.
13. **NOTICES.** All notices required or permitted under this Agreement shall be in writing and shall be delivered, by certified mail or registered mail, return receipt requested, postage prepaid, as follows:

Client
Dr. Jowell Laguerre, President
Solano Community College
4000 Suisun Valley Road
Fairfield, CA 94534-3197

Counsel
Melvin and Pearl Shaw
Saad & Shaw
67 Madison Avenue #411
Memphis, TN 38103

____ Client Date _____ ♦ _____ Client Date _____ ♦ _____ Counsel Date _____

For the purposes of determining compliance with any time limit in this Agreement, a notice shall be deemed to have been duly given on the second business day after mailing using the method noted above. Either party may, at any time, change its address designated above by giving to the other party thirty (30) day's written notice of the new address to be used for the purposes of this Section.

14. **ASSIGNABILITY.** Neither this Agreement nor any duties or obligations hereunder shall be assignable by any party hereto without the prior written consent to the other parties.
15. **ENTIRE AGREEMENT.** This Agreement contains the entire Agreement between the parties and supersedes all prior and contemporaneous oral and written agreements, understanding, and representations between the parties.
16. **APPLICABLE LAW.** This Agreement shall be governed by the laws of the State of California and all applicable federal laws.

Client:

Counsel:

Dr. Jowell Laguerre, President, President
Solano Community College
Date: October __ 2011

Melvin B. Shaw
Saad & Shaw
Date: October __ 2011

Pearl D. Shaw
Saad & Shaw
Date: October __ 2011

____ Client Date _____ ♦ _____ Client Date _____ ♦ _____ Counsel Date _____

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: REQUEST FOR APPROVAL OF CURRICULUM ACTIONS AS SUBMITTED BY THE CURRICULUM COMMITTEE, A SUBCOMMITTEE OF THE ACADEMIC SENATE

REQUESTED ACTION: APPROVAL

SUMMARY:

During the fall 2011 semester in the months of November and December 2011, 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.

*Government Code: Title 5 Board Policy: 5120; 6000; 6023 Estimated Fiscal Impact: \$ N/A
Chapter 6, Subchapter 2, beginning with §55100
CEO 2011-12 Goal: Improve Retention Opportunities for Students*

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Joseph Conrad, Chair, Curriculum Committee
J. Arturo Reyes, Executive Vice President

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7000 ext. 7856

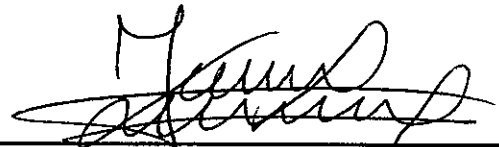
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

March 9, 2012

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

March 9, 2012

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE

REQUEST FOR APPROVAL OF CURRICULUM COMMITTEE CURRICULUM ACTIVITIES

During the Fall 2011 semester in the late November and December of 2011, 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 the California Community Colleges Systems Office.

NEW COURSE PROPOSALS

(CP11-117) CDFS 054 Child Healths, Safety, and Nutrition.

(CP11-118) KINE 049 Triathlon Training.

(CP11-119) BIO 016 L Human Biology Laboratory

COURSE MODIFICATIONS

(CP11-097) CDFS 075 Science and Math for ECE. Name change, Advisories, Assignments, Text update.

(CP11-104) CDFS 053 Teaching in a Diverse Society (Tabled from 11/8) Name change, Catalog update, Student Performance Objectives, Advisories, Assignments, Content Outline, Text update.

(CP11-120) NUTR 054 Child Health, Safety, and Nutrition. Make identical to CDFS 054.

(CP11-121) MATH 018 Exploring Math and Science Teaching. Workload, assignments.

(CP11-122) KINE 002E Aqua Aerobics. Name change, assessments, and textbooks.

(CP11-123) KINE004B Beginning Tap Dance. Name change, assessments, and textbooks.

(CP11-124) KINE 004D Jazz Dance Techniques. Name change, assessments, and textbooks.

(CP11-125) KINE 004E Dance Production. Name change, assessments, and textbooks.

(CP11-126) KINE004F Beginning Hip-Hop Dance. Name change, catalog description, assessments, assignments, textbooks.

(CP11-127) KINE 004H Beginning Jazz Dance. Name change, assessments, and textbooks.

(CP11-128) KINE004J beginning Ballroom Dance. Name change, assessments, and textbooks.

(CP11-129) KINE004K Beginning Ballet. Name change, assessments, and textbooks.

(CP11-130) KINE 005Q Elite Fitness Training. Name change, repeatability, student performance outcomes, assessments, assignments, and textbooks.

(CP11-131) KINE 005R Core Conditioning Training. Name change, repeatability, student performance outcomes, assessments, assignments, and textbooks.

(CP11-132) KINE 002B Intermediate Swimming. Name change, assessments, and textbooks.

(CP11-133) KINE 003E Intermediate Judo. Name change, assessments, and textbooks.

(CP11-134) KINE 004C Intermediate Tap Dance. Name change, fix units, assessments, and textbooks.

(CP11-135) KINE 007E Intermediate Golf. Name change, assessments, repeatability statement, and textbooks.

(CP11-136) KINE 008F Intermediate Badminton. Name change, assessments, and textbooks.

(CP11-137) KINE 055 Sports Medicine – Athletic Training Internship/Practicum. Name change, method of instruction, assessments, and textbooks.

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: MEMORANDUM OF UNDERSTANDING BETWEEN
SOLANO COMMUNITY COLLEGE DISTRICT AND
TRAVIS AIR FORCE BASE

REQUESTED ACTION: APPROVAL

SUMMARY:

This Memorandum of Understanding (MOU) is between Solano Community College, hereafter identified as "SCCD" and Travis Air Force Base, hereafter known as "Travis". The MOU is in place to provide an on-site Spanish Immersion Program. This includes 30 hours of instruction per week, for 14 weeks, for a total of 420 hours of instruction, for four to six airmen. The project is from April 23, through July 31, 2012. Class will be held from 8:00 a.m. – 3:00 p.m. The MOU is in the amount of \$20,000 for development and delivery of curriculum and instruction. The term of this agreement shall be from March 22, 2012 through July 31, 2012. This agreement may be extended or increased with an addendum.

A copy of the Agreement will be available in the Office of the Superintendent-President, the Office of the Vice President of Finance and Administration, and in the Office of Workforce and Economic Development.

Approval of this agreement is requested at this time.

*Government Code: 78021 Board Policy: 3520 Estimated Fiscal Impact: \$20,000 revenue
CEO 2011-12 Goals: Lead the college to fiscal stability*

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Deborah Mann, Director
Workforce and Economic Development

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7195

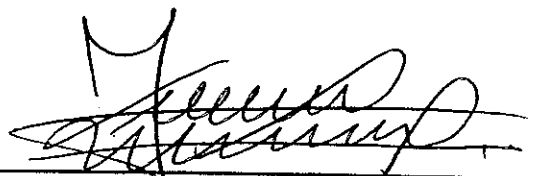
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

March 9, 2012

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

March 9, 2012

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

MEMORANDUM OF UNDERSTANDING

Between Solano Community College District and Travis Air Force Base

This MEMORANDUM OF UNDERSTANDING is entered into this 22nd day of March 2012, by and between Solano Community College District (SCCD), and Travis Air Force Base, hereinafter referred to as "SCCD" and "Travis."

Whereas Travis has a need of an on-site Spanish Immersion Program;

And whereas SCCD is qualified and prepared to deliver excellent customized instruction to prepare Airmen for missions in Spanish speaking countries;

SCCD and Travis have agreed to collaborate as detailed below.

SCCD Responsibilities:

- SCCD will identify and provide instructor.
- Instructor will assess class participants prior to class start to gauge current Spanish proficiency.
- SCCD instructor will provide 30 hours of instruction per week, for 14 weeks, for a total of 420 hours of instruction. Class will be held from 8:00 A.M.–3:00 P.M., with 2-3 hours of assigned daily homework.
- Instruction will be from April 23-July 31, 2012.
- SCCD instructor will develop curriculum customized for the needs of Travis Air Force Base personnel.
- Curriculum will focus on helping identified Airmen acquire Spanish language skills. Outcomes include developing skills in reading, writing, listening and speaking, with an emphasis on understanding and speaking. Class participants will achieve a minimum of Level 1 in reading and listening, using the Defense Language Proficiency Test as the achievement indicator.
- Curriculum will be developed using Air Force CL 150 and other resources as directed and provided, I-Pads and I-Pods.
- Upon completion of training, each participant will receive a Certificate of Success.
- Instructor and curriculum will be approved by Travis.

Travis Responsibilities:

- Travis will identify up to 6 program participants.
- Travis will provide classroom space.
- Travis will provide the instructor with access to CL 150 and other resources as directed and provided, an I-Pad and an I-Pod, for the duration of the course.
- Travis will provide Base pass for instructor.
- Travis will pay SCCD \$20,000 for development and delivery of curriculum and instruction.

- Travis will pay for instruction with a Government credit card.

Term:

The term of this agreement shall be from March 22-July 31, 2012. This agreement may be extended or increased with an addendum.

The signatures below indicate agreement to the foregoing terms dated this 21st day of March, 2012.

Travis Air Force Base:

Solano Community College:

LtCol Joseph M. Sanchez
United States Air Force
Travis Air Force Base

Jowel C. Laguerre, Ph.D.
Superintendent-President
Solano Community College

MSgt Kevin E. Merchant
United States Air Force
Travis Air Force Base

Deborah Mann
Director of Workforce and Economic
Development
Solano Community College

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: ESTABLISHMENT OF NEW MASTER AGREEMENT
BETWEEN SOLANO COMMUNITY COLLEGE DISTRICT
AND THE DEPARTMENT OF FORESTRY

REQUESTED ACTION: APPROVAL

SUMMARY:

A presentation will be given on the Master Agreement between Solano Community College District and the California Department of Forestry, which will provide approved educational opportunities by the California Department of Forestry for Solano Community College Wildland Fire Academy students.

Dean Máire Morinec will be present to answer questions from the Board.

A copy of the agreement is attached.

Government Code: CCR 58106 Board Policy: 3520 Estimated Fiscal Impact: \$ 2,500

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Maire A. Morinec, Dean
School of Career Technical Education and Business

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

ADDRESS

(707) 864-7155

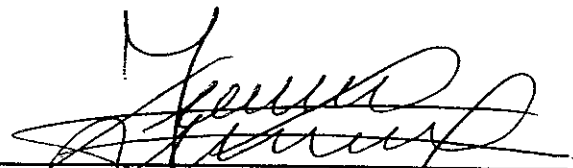
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

March 9, 2012

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

March 9, 2012

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

MASTER AGREEMENT
BETWEEN

Solano Community College District
AND
CALIFORNIA DEPT. OF FORESTRY

This agreement is made and entered into by and between the Solano Community College District (hereinafter referred to as DISTRICT) and CALIFORNIA DEPT. OF FORESTRY (hereinafter referred to as AGENCY) for the purpose of outlining the duties and responsibilities of each party as they relate to providing affiliated educational courses for the Agency. DISTRICT and AGENCY agree as follows:

I. RESPONSIBILITIES OF THE DISTRICT

A. DISTRICT shall offer approved educational courses through its various programs to meet the needs of the AGENCY.

B. DISTRICT shall provide a coordinator to work with the AGENCY. Said coordinator shall act as the AGENCY Co-Director for all DISTRICT-affiliated educational courses. Under no circumstances/ however, shall the coordinator have authority over the remaining operations of the AGENCY, including/ but not limited to personnel issues concerning AGENCY representatives/ operational budget or the user maintenance/ or scheduling of AGENCY facilities.

C. DISTRICT will ensure that ancillary and support services are provided for the students (e.g. Counseling and Guidance/ Placement Assistance).

D. DISTRICT shall assist the AGENCY in registration and other support services to students in order to adequately manage and control its course offerings.

E. DISTRICT shall approve of the selection of instructors and facilitators and evaluate the quality of instruction to ensure that it meets the needs of the students and the accreditation requirements of the DISTRICT.

F. DISTRICT shall ensure that course offerings meet all appropriate State of California Code of Regulations Title 5 (hereinafter referred to as Title 5) and State of California Education Code (hereinafter referred to as Education Code) requirements.

G. DISTRICT shall consult the AGENCY on any revisions to existing DISTRICT courses/ initiation of new courses or any other changes in order to ensure the quality of educational services and to meet the needs of the AGENCY.

H. DISTRICT shall provide the use of its facilities/ free of charge for use by the AGENCY on an as needed space available basis for affiliated programs.

I. DISTRICT shall attempt to provide use of said facilities during normal business hours.

J. The DISTRICT has the primary right to control and direct the instructional activities of the instructor and shall demonstrate control and direction through such actions as providing the instructor of record an orientation/ instructor's manual, Title 5 course outlines, curriculum materials testing and grading procedures and any other materials and services it would provide its hourly instructors on campus.

K. By signing this agreement/ the DISTRICT certifies that it does not receive full compensation for direct education cost of the course from any public or private agency/ individual or group.

II. RESPONSIBILITIES OF THE AGENCY

- A. AGENCY shall provide classroom space at the AGENCY for use as off-campus sites by the DISTRICT, free of charge for affiliated programs. AGENCY shall attempt to provide use of said facilities during normal business hours.
- B. AGENCY shall provide instructors, facilitators, equipment, materials, day-to-day management support, and all other related overhead necessary to conduct the DISTRICT's affiliated educational programs.
- C. AGENCY shall cooperate with the DISTRICT to ensure that all personnel, equipment, and materials used in carrying out its responsibilities under this contract conform to Education Code and Title 5 mandated standards governing instructional programs including minimum qualifications for instructors.
- D. AGENCY shall use the money received as compensation for services under this contract for educational and training related purposes as they relate to public safety courses.
- E. AGENCY shall assist the DISTRICT in collecting all enrollment fees associated with the class offerings under this contract.
- F. Records of student attendance and achievement shall be maintained by the AGENCY. The AGENCY will maintain the confidentiality of all student records. Should any request for disclosure of student record information be made to the AGENCY or to any AGENCY employee or representative of the AGENCY and that request shall immediately be forwarded to the DISTRICT. Records will be open for review at all times by officials of the college and submitted on a schedule developed by the DISTRICT.
- G. By signing this agreement, the AGENCY certifies that the instructional activity to be conducted will not be fully funded by other sources.
- H. The AGENCY will provide each student a copy of the course syllabus in keeping with the approved course outline. The AGENCY will ensure that students enrolled under this agreement will be engaged in educational activities required of such students and shall be under the immediate supervision and control of qualified faculty of the DISTRICT as authorized by 5 CCR 58058(b) and as immediate supervision and control is defined in 5 CCR 58056.

III. THE EDUCATIONAL PROGRAM

- A. The DISTRICT is responsible for the educational program that is the subject of this Agreement.
- B. Any instructor used for service under this Agreement shall possess the minimum qualifications for instruction in the course and shall have any other applicable qualifications which are consistent with the teaching requirements of any similar course which is given by the DISTRICT. Such instructor shall teach the course in a manner consistent with the approved outline of record of this course if it is taught directly by the DISTRICT. The DISTRICT shall have the primary right to control and direct the activities of said instructor while he/she is performing services under this AGREEMENT.
- C. Courses under this Agreement will be held at facilities which are open to the public. Enrollment in said courses is available to all admitted limitations described in 5 CCR 58106. The DISTRICT's policy on open enrollment is published in its catalogue and class schedule as is information on whether courses covered by this Agreement are offered for credit or are transferable. The DISTRICT's policy on nondiscrimination relates to the conduct of all courses under this Agreement.
- D. All courses under this Agreement must have met any applicable approvals and standards, including any applicable approval by the Board of Trustees and the State Chancellor's Office.

E. The rules and regulations governing the withdrawal of students prior to completion of courses under this Agreement shall be stated in the Solano Community College catalog.

IV. PAYMENT FOR SERVICES

A. In consideration for the services provided hereunder DISTRICT shall pay AGENCY: A maximum of \$2,500.00 for (2) two Wildland Firefighter classes.

B. AGENCY shall collect \$20 per unit (\$60} per non-CDF student.

C. DISTRICT shall pay the AGENCY upon submission of valid invoices.

D. Instructional hours are defined as those hours that are reported on the DISTRICT's CCFS-320r California Community Colleges Apportionment Attendance Reports/ and are subject to audit by the DISTRICT's independent auditor and the California Community Colleges Chancellor's Office.

V. MISCELLANEOUS

A. If any of the provisions of this contract are found to *ber* or become contrary to State law or regulations or court decisions/ DISTRICT and AGENCY agree that the contract shall be renegotiated as it relates to said provision/ without affecting the balance or intent of this contract.

B. The DISTRICT agrees to indemnify and hold harmless the AGENCY and its authorized agents, officers/ volunteers/ and employees against any and all claims or actions arising solely from DISTRICT's actsr errors or omissions and for any cost or expense incurred by the AGENCY on account of any claim therefore arising out of or alleged to arise out of or in any way connected with the making or performance of this Agreement...

C. The AGENCY agrees to indemnify and hold harmless the DISTRICT and its authorized agents, officers/ volunteers/ and employees against any and all claims or actions arising solely from AGENCY'S actsr errors or omissions and for any cost or expense incurred by the DISTRICT on account of any claim therefore arising out of or alleged to arise out of or in any way connected with the making or performance of this Agreement..

D. The term of this agreement shall be for a period of time commencing on February 16, 2012 This agreement may be extended for additional periods of one (1) year or dates changed upon agreement in writing by both parties. Notwithstanding the foregoing, this contract may be terminated at any timer with or without causer upon written notice given to the other party at least sixty (60) days prior to end of the term in which classes are currently in session. Notwithstanding the foregoing/ this Agreement may be terminated at any time by the DISTRICT, with or without causer upon at least 60 days written notice given to the AGENCY. This Agreement may be terminated by the AGENCYr with or without causer effective at the end of the term in which classes are currently in session upon at least 60 days written notice given to the DISTRICT. Neither the DISTRICT nor AGENCY shall cancel during any instructional session. Neither party shall incur any liability to the other by reason of such termination.

E. Specific Courses and Course Dates

COURSE TITLE & No.: FIRE 140-FIRE TECHNOLOGY ACADEMY

TOTAL COURSE HOURS: WILDLAND - 60 hours

COURSE DATES(S): FIRE 140 - 3/26 to 3/31

INSTRUCTOR: JASON NOVAK

INSTRUCTOR OF RECORD: Jason Novak

GRADING:

CREDIT/NO CREDIT ONLY

Any and all notices required to be given hereunder shall be deemed given when personally delivered or deposited in the U.S. Mail, certified, postage prepaid to the following address:

DISTRICT: Solano Community College
4000 Suisun Valley Road
Fairfield, CA 94534
Attn: Maire Morinec

AGENCY: North Bay Training Association
1199 Big Tree Rd.
St. Helena, CA 94574
Attn: Jeremy Lawson

SOLANO COMMUNITY COLLEGE

AGENCY

Jowel C. Laguerre, PhD
Superintendent/President

For CAL FIRE

Date: _____

Date: _____

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: SABBATICAL LEAVE REPORTS FOR THE ACADEMIC
YEAR 2010-2011
REQUESTED ACTION: INFORMATION

SUMMARY:

The following recipients will give a report on their Sabbatical Leaves for the 2010-2011 academic year:

- *Marianne Flatland – Spring 2011*
“Theories and Applications of Performance Enhancement and Learner-Centered Approaches to Student Success and Learning the Unspoken Rules of Transfer Admissions”
- *Gene Thomas – Spring 2011*
“Development of Lab Manual for Biology 15”

*Government Code Education Code §87767 Board Policy N/A Estimated Fiscal N/A
CTA Contract – Article 11, Sabbatical Leaves
2011-2012 CEO Goals – Improve Retention Opportunities for Students*

SUPERINTENDENT’S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Arturo Reyes, Vice President
Academic and Student Affairs

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7102

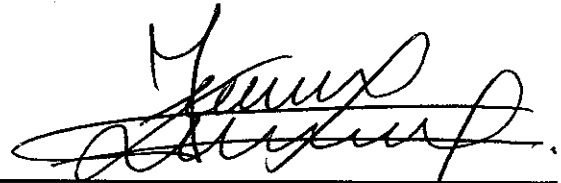
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

March 9, 2011

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

March 9, 2011

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: SOLANO COLLEGE FACULTY ASSOCIATION'S
ADDITIONAL PROPOSAL BETWEEN THE DISTRICT
AND SOLANO COLLEGE FACULTY ASSOCIATION
(SCFA)

REQUESTED ACTION: INFORMATION

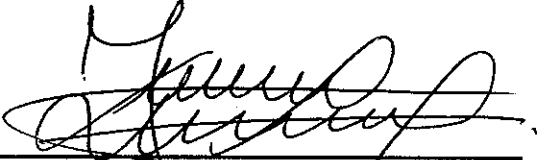
SUMMARY:

The Solano College Faculty Association (SCFA) demands to bargain the impact of an impending reduction in force. Therefore, the Solano College Faculty Association, CCA/CTA/NEA, hereby opens Article 7 (Reduction in Force and Retraining) to the District.

This item introduces the SCFA's proposal 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 scheduled for April 4, 2012.

| | | |
|----------------------------------|--------------------|---|
| Government Code: 3547 | Board Policy: 2010 | Estimated Fiscal Impact: \$ |
| SUPERINTENDENT'S RECOMMENDATION: | | <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL <input checked="" type="checkbox"/> NOT REQUIRED <input type="checkbox"/> TABLE |

Diane White, Grievance Chair
 PRESENTER'S NAME
 4000 Suisun Valley Road
 Fairfield, CA 94534-3197
 ADDRESS
 707-864-7000
 TELEPHONE NUMBER
 Solano College Faculty Association
 ORGANIZATION
 March 9, 2012
 DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT


 JOWEL C. LAGUERRE, Ph.D.
 Superintendent-President
 March 9, 2012
 DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT

March 9, 2012

Ms. Rosemary Thurston
President, Board of Trustees
Solano Community College
4000 Suisun Valley Road
Fairfield, CA 94590

Dr. Jowel Laguerre
President/Superintendent
Solano Community College
4000 Suisun Valley Road
Fairfield, CA 94590

Dear President Thurston and President/Superintendent Laguerre:

On March 1, 2012, the Solano College Faculty Association (SCFA) placed before the District in a memorandum to Dr. Laguerre a demand to bargain the impact of an impending reduction in force. Therefore, the Solano College Faculty Association, CCA/CTA/NEA hereby opens Article 7 (Reduction in Force and Retraining), which it intends to sunshine at the Board of Trustees meeting on Wednesday, March 21, 2012. Thus, SCFA requests that this item be placed on the agenda for that meeting.

Please be advised that since SCFA has designated me as their representative for negotiations on this matter; all correspondence and communication regarding the negotiation of Article 7 should be directed to me.

Thank you for your attention to this matter.

Sincerely,

Diane M. White
SCFA Grievance Officer

cc: Charlene Snow, SCFA President
Diana Fernandez-Lisi, CTA Staff Consultant
Sandra Dillon, Interim Director of Human Resource