

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD

UNADOPTED MINUTES  
December 19, 2007

***DEDICATED TO PATRICIA Y. CORDRY ON THE OCCASION OF HER RETIREMENT.  
Congratulations Pat! We will miss you!!***

1. CALL TO ORDER

A meeting of the Solano Community College District Governing Board was called to order at 7:00 p.m., on Wednesday, December 19, 2007, in the Administration Building, Room 626, Solano Community College, 4000 Suisun Valley Road, California, 94534-3197, by Pam Keith, Governing Board President.

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

At the request of Board President Keith, Trustee Tony Ubalde led those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

Members Present:

Pam Keith, President  
Phil McCaffrey, Vice President  
James M. Claffey  
Denis Honeychurch, J.D.  
Stephen Murphy, J.D.  
A. C. "Tony" Ubalde, Jr., Rel.D.  
A. Marie Young  
Lillian Nelson, Student Trustee  
Gerald F. Fisher, Secretary

Members Absent:

None

Others Present:

Mazie Brewington, Vice President, Administrative and Business Services  
Richard Christensen, Ed.D., Director, Human Resources  
Jay Field, Vice President, Technology and Learning Resources  
Kathy Rosengren, Interim Vice President, Academic Affairs  
Lisa Waits, Ed.D., Interim Vice President, Student Services  
Patricia Y. Cordry, Executive Coordinator, Superintendent/President and Governing Board  
Judy Spencer, Executive Coordinator, Superintendent/President and Governing Board

4. APPROVAL OF AGENDA

Moved by Vice President McCaffrey and seconded by Trustee Ubalde for approval of the agenda.

The motion passed unanimously.

5. ANNUAL ORGANIZATIONAL MEETING OF THE GOVERNING BOARD

(a) Election of Governing Board Officers for the 2007-08 Year—President, Vice President and Appointment of Secretary

Trustee Young nominated Vice President Phil McCaffrey for President, Trustee A. C. “Tony” Ubalde for Vice President, and Superintendent/President Gerald F. Fisher for Secretary of the Governing Board for 2007-08. The nomination was seconded by Trustee Murphy. The motion passed unanimously.

*Outgoing Board President Keith and newly elected Board President McCaffrey exchanged seats and the meeting continued with Board President McCaffrey chairing the meeting.*

(b) Establishment of Dates, Times and Location of Governing Board Meetings

Moved by Trustee Young and seconded by Vice President Ubalde to approve the calendar schedule of meeting dates, times, and locations of Solano Community College District Governing Board meetings for 2008 as presented. The motion passed unanimously.

(c) Selection of Representative to the Solano School Boards Association

Moved by Trustee Murphy and seconded by Trustee Keith to appoint Vice President A. C. “Tony” Ubalde as the Solano Community College District Governing Board’s representative to the Solano School Boards’ Association for 2007-08. The motion passed unanimously.

6. COMMENTS FROM MEMBERS OF THE PUBLIC

There were no comments from the public.

7. REPORTS (NO ACTION REQUIRED):

(a) Shared Governance Council

Vice President Jay Field reported that the last meeting of the Shared Governance Council (SGC) was held on December 12, 2007, and that the SGC discussed the Facilities Use Policies, Board Policy Series 1100.

The motion passed for the SGC to routinely evaluate the process of the Procedures to Policy 3380 by having the subject placed on the SGC agenda once each month during spring 2008 to

monitor its effectiveness. A motion passed to approve the policy number change from 3380 to 1110.

The following renumbered policies will be presented to the Board for information at the January 16, 2008, meeting:

1110	Civic Center and Other Facilities Use
1120	Facility Use – Sales of Alcoholic Beverages on Campus
1130	Facility Use – Facilities Naming Opportunities in Recognition of Support to the College

The first reading of Policy 1100, Community Services Classes, is being presented to the Board tonight for information.

It was reported to the SGC by President Fisher that Fiscal Services and the Human Resources Department will be on Banner when we return from winter break on January 3, 2008. President Fisher also stated that payroll will come from the Legacy System for January, February and March, with parallel testing being done in Banner. The April 1, 2008, payroll check run will be completely done in Banner. Finally, President Fisher stated that March 31, 2008, is the go-live date for the student system in Banner, with summer and fall registration all being done in Banner.

Representatives on the council gave their College area reports.

Trustee Murphy asked about the Facility Use – Facilities Naming Opportunities policy. President Fisher clarified that there is no change to the policy and that it will be moved forward to the Board for information at the January 16 meeting.

(b) Superintendent

Superintendent/President Fisher reported that:

--the Vallejo Center Outreach Event was held December 8, 2007, with 53 campus community individuals coming out on a Saturday in a solid effort to support our outreach efforts.

--on December 17, 2007, he attended the 86<sup>th</sup> Firefighter Graduation and was privileged to deliver the President's Keynote Message, along with Tonya Hoover, Assistant State Fire Marshal, who was the Keynote Speaker. Thirty firefighters were graduated that evening. It should be noted that the SCC Firefighter Academy has graduated over 2,500 cadets since the program's inception in the mid-1970's.

--the 2008 Legislative Conference will be held January 27-28, 2008, at the Sheraton Grand Hotel in Sacramento, California. Trustees interested in attending this conference were asked to immediately contact Judy Spencer.

--the California Community College Trustees (CCCT) Board Nominations are due no later than February 15, 2008, in the League Office. Nominations are to be made by a member district board of trustees, and each district may nominate only members of its board. The newly elected members of the board will assume their responsibilities at the conclusion of the annual conference, May 4, 2008.

--Dr. Shirley Lewis, Director Student Development, has expressed sincere thanks to 37 personnel consisting of Board members, administrators, faculty, and staff who donated to the *Students Helping Students Fund* in the past year through regular payroll deductions or lump sum contributions. Through their generosity and support, Solano Community College provided \$250 in textbook grants which directly assisted 32 students in reaching their academic goals during 2007, totaling \$8,000.

--we received an e-mail from a student, Wayne Murphy, Systems Administrator, Evolvent Technologies, Inc., expressing his recent positive experience while attending Solano Community College. Mr. Murphy commended Instructors Walt Mikolajcik, (Music 8); John Forde, (History 18), and Stephen Holland, (Music 13) for a great educational experience.

--“Living the Dream: A Multicultural Celebration in Honor of Dr. Martin Luther King, Jr.” will be held January 20, 2008. Students, faculty, and staff of Solano College and the city of Fairfield invite the public to come together to honor the memory of Dr. Martin Luther King, Jr. The multicultural celebration will take place at the Fairfield Community Center, 1000 Webster Street, Fairfield, California, from 3:00 – 5:00 p.m. SCC Trustee Young and SCC educator and community advocate, Dr. Karen McCord, are featured speakers. SCC faculty members Tonmar Johnson and Brenda Tucker are the co-emcees.

--we recently crossed the \$2 million mark in funding Proposition 92. From \$20 contributions from members of our college communities to \$300,000 from the California Federation of Teachers, we’re pulling together the resources necessary to get the word out about Proposition 92. This is the biggest political effort in the history of California’s community colleges. In fact, over 1,800 people and organizations have contributed to the campaign. Prop 92 makes a better future affordable again. It will lower student fees, help students become self-supporting citizens, and stabilize campus funding. President Fisher stated that he will bring forward at the January 16, 2008, Board meeting a resolution in support of Prop 92 for the Board’s consideration. *Note: After the Board meeting, further investigation determined that a Resolution (Resolution 06/07-25) In Support of the Community College Governance, Funding Stabilization, and Student Fee Reduction Act was passed and adopted by the Governing Board of the Solano Community College District on June 6, 2007.*

--Bob Myers, Dean of Physical Education and Athletics, and Frank Kitchen, Director of Facilities, have worked with the coaches to provide the following plan for athletic field maintenance.

- We have hired a new Assistant Director of Facilities, Roseann Hall, who will provide more continuity, control and supervision of our field maintenance program. Improved scheduling and service for the athletic fields is the expected result.

- We have hired a new Grounds Technician that completes our staffing for the grounds technicians, which will provide better and timelier service to the Athletic Department. This position will work with our primary Athletic Grounds Technician providing the extra needed labor hours to improve the game fields and work as needed on other athletic projects.
- We hired two student workers in the Facilities Department to address the field issues that existed in September. They work under the supervision of the primary grounds technician and an athletic coach.
- We reorganized the grounds maintenance program into a “Zone Maintenance Plan” whereby each grounds technician is assigned to a specific zone of work on the campus. The Zone Maintenance Plan will provide better coverage and responsibility ensuring that the athletic fields have the proper care they need.
- We have currently resolved the spraying and accountability issue with the Solano County Department of Agriculture. This will provide the proper spraying of weeds and lower the labor hours to control the weeds.

--the campus will be closed from December 24, 2007, through January 2, 2008. President Fisher extended to the Board and campus community best wishes for happy holidays and a very relaxing and enjoyable winter break.

- **Bond Update**

Mr. Ron Richards from Kitchell CEM gave an update on Measure G, reporting that:

--there have been no deviations from planned progress for Measure G projects since the last update.

--new furniture for Building 400 has been moved into the building.

--staff office equipment and supplies will be moved from existing office space to Building 400 beginning December 20, 2007. Occupancy of the building by faculty, staff and students is scheduled for January 7, 2008.

--all Measure G projects that have recently bid (Buildings 1400, 1800A, and 1700) are mobilized and in progress.

Trustee Claffey asked Mr. Richards if we have heard from the state architect’s office regarding the Vacaville Center. Mr. Richards commented that it is his understanding they have completed their assessments and comments, but it is unclear if our architect has received this information for their response to the state. Trustee Murphy asked if the architect will have to perform some revisions that need to be submitted, and if this will affect our timelines. Mr. Richards indicated we have allowed time for responding to DSA comments and that he does not anticipate any

deviation in the plan. President McCaffrey asked that information be included in the January 16, 2008, Bond update if there are major points that need to be addressed for the Vacaville Center.

8. CONSENT AGENDA – ACTION ITEMS

Superintendent-President

- (a) Minutes for the Meeting of December 5, 2007

Human Resources

- (b) Employment 2007-08; Resignation

Administrative and Business Services

- (c) Warrant Listings
- (d) Resolution to Authorize Signatures on Official Financial Documents, Resolution No. 07/08-11
- (e) Contract Authorization and Signatures for District Bank Accounts, Resolution No. 07/08-12
- (f) Approval to Certify the Appointment of the Alternate Representative to the Joint Powers Agency (JPA) for Retiree Health Benefit Program, Resolution No. 07/08-13
- (g) Construction Change Order No. 14 Approval for W. A. Thomas Co., Inc. – Bid No. 06-005
- (h) Construction Change Order No. 17 Approval for Ralph Larsen and Son, Inc. – Bid No. 06-002
- (i) Construction Change Order No. 19 Approval for J. W. & Sons, Inc. – Bid No. 06-004

Academic Affairs

- (j) Amendment to 2007-2008 Local Agreement for Child Development Contract CFDP-7065
- (k) Amendment to 2007-2008 Local Agreement for Child Development Contract CCTR-7443
- (l) Children's Network Contract Education
- (m) Bay Area Clean Water Agencies (BACWA) Contract Education
- (n) Meyer Corporation Contract Education

Trustee Claffey requested the removal of Item 8.(b) from the Consent Agenda (Change in Assignment) and (Independent Contractor for Administrative and Business Services).

Trustee Young requested that the following change be made to the December 5, 2007, minutes:

On page 21, paragraph 5, line 6, a correction was made to the name of Ward A. Stewart. The name should read Ward *Ace* Stewart.

Moved by Trustee Claffey and seconded by Vice President Ubalde for approval of the Consent Agenda as amended and the removal of Item 8.(b). The motion passed unanimously.

#### 9. ITEMS REMOVED FROM CONSENT AGENDA

Trustee Claffey stated he removed Item 8.(b) because he did not think the change in assignment from 60% Criminal Justice Instructor/40% Online Coordinator to 100% Criminal Justice Instructor CCA/CTA/NEA was in the best interest of the College. Superintendent/Fisher reassured the Board that the process outlined in the collective bargaining agreement (Article 27) was followed in terms of the process for advertising and the appointment of members on the hiring committee. The selection came forward from that committee.

Moved by Trustee Keith and seconded by Marie Young for approval of the change in assignment on the Consent Calendar Agenda, formerly Item 8.(b). The motion passed with the majority vote. Trustee Claffey voted “no.”

Trustee Claffey questioned the hiring of an independent contractor in Administrative and Business Services to complete the general cash handling policies and procedures and establish effective internal controls associated with handling and recording of cash and securities, indicating he thought consultants were hired when work couldn't be completed in house and asked for justification. Vice President Brewington spoke to Trustee Claffey's concern stating over the last several years the District has been working on improving cash handling policies and procedures. We currently have a draft plan for the institution that has not been made operational. The plan is a combination of our existing policies and procedures, as well as moving to Banner. There is also an issue of timing. We do not have the assistance that many districts have of an internal auditor with the time to meet with the groups who handle cash and amend policies that match our new administrative management system which is Banner. The Audit Subcommittee met last year and addressed our cash handling procedures and that plan was not fully implemented. From the audit findings, both the Interim Director of Fiscal Services and I made improvements to the major cash collection areas, but there is a lot more work to be done. We continue to adjust our processes of handling cash to integrate with Banner.

Trustee Murphy asked if the retirement of staff in Fiscal Services attributed to this need for consulting services. Vice President Brewington indicated that a recent retiree handled a lot of cash, but there are more ongoing concerns regarding cash handling. This consultant will conduct interviews with each individual group, along with a person in Fiscal Services, side by side. We

are working our way towards having a full operational plan of all policies and procedures here on campus to tighten our internal controls.

Moved by Trustee Honeychurch and seconded by Trustee Young for approval of the independent contractor in Administrative and Business Services on the Consent Calendar Agenda, formerly Item 8.(b). The motion passed with the majority vote. Trustee Claffey voted “no.”

10. RETIREMENTS OF STAFF WITH 10 OR MORE YEARS OF SERVICE

(a) Resignation to Retire – Fran Brown

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
<b>Fran Brown</b>	<b>Dean of Health Occupations 15 ½ Years</b>	<b>January 11, 2008</b>

Kathy Rosengren, Interim Vice President of Academic Affairs, stated it gave her great pleasure to sing the praises of Fran Brown, but they are mixed with sadness that Fran has decided to leave Solano Community College. Because her leaving will be very soon, and because it was so unexpected, we are all reeling from the shock of realizing that Fran will not be here guiding the Health Occupations Division after mid-January.

Fran has been an employee of SCC for over fifteen years--the first ten as a superb nursing instructor. In 2001, after much begging and pleading from Vice President Armond Phillips, Fran agreed to be the Dean of Health Occupations. She took over the division at a time of crisis, after a less-than-stellar BRN visit, declining enrollments, and brought the division back to full enrollment, plus a grant-funded expansion these last few years, which has allowed Solano to enroll approximately 100 additional students over the last five years. That, alone, proves her great service to the College.

Other accomplishments while she has been the Dean include the following:

- She worked closely with the Counseling Division to provide monthly nursing information workshops, and streamlined nursing student advisement and the application/admission process.
- She obtained six state grants for a total income to the College of over \$2,000,000 continuing through June 2011.
- Fran developed partnerships with all major area hospitals, including NorthBay Healthcare, Sutter Solano, Kaiser Vallejo, Kaiser Walnut Creek, and John Muir/Mt. Diablo, which facilitated program expansion through donations of cash, equipment and donation of their Registered Nurses' time to serve as clinical faculty.
- She totally rehabbed the nursing skills lab with new equipment, beds, tables, manikins; med carts, I.V. pumps, monitors, etc.
- She carried out program corrections and improvements which resulted in a spring 2006 BRN approval visit with no citations for areas of non-compliance, and no recommendations for areas in need of program improvement.



- She implemented the use of Human Patient Simulation and computer-based testing in the nursing curriculum and facilitated or obtained copious resources for faculty to utilize in the classroom.

Interim Vice President Rosengren stated she particularly appreciates that Fran served consistently as an advocate for students, and worked diligently to improve the way students are treated in the Nursing program. She met personally with every student who failed out of the program, to offer suggestions for improvement and words of encouragement. She also developed policies and procedures to assure that students are afforded proper due process and equitable treatment.

Fran has actively represented the Solano Community College Registered Nursing Program at the state level, through participation in statewide nursing workforce committees and taskforces, and as a speaker at several nursing conferences. She also authored two learning modules for nursing clinical faculty on the 4faculty.org Web site, and hosted Northern California Associate Degree Nursing Program Directors meetings here at Solano Community College.

Finally, Fran has supported faculty improvement through availability of funding for attendance at continuing education and workshops, and she has made nursing education journals, books and other resources available to faculty.

Interim Vice President Rosengren stated that even though she didn't know Fran well before she became the Dean of Health Occupations, she was lucky enough to be her mentor for her first year in administration. Ms. Rosengren indicated they would meet regularly during that time, but because they were located so close to one another on campus, they found themselves many times just stopping in each other's offices to talk, something they have continued through these last four years. Ms. Rosengren stated they have served on committees and task forces together, and though they didn't always agree, she respected her judgment completely. "So, I will be losing a campus friend as Solano College is losing one of its most effective Deans; in fact, one of its most valuable employees ever. We are, nonetheless, thrilled for her as she is about to embark on what she says has been her 'dream job'." Fran will be in charge of establishing a Nursing Simulation Center for Kaiser, College of Marin, Dominican College, and Sonoma State University on the Indian Valley campus of the College of Marin in Novato. We wish her only the best in this new endeavor and implore her not to stay away from Solano College for too long.

Dean Fran Brown responded by saying her decision was not made lightly--that it was very difficult. Dean Brown thanked the Board for their support, and if it wasn't for other opportunities that excited her she would not be leaving.

Those present extended a warm round of applause in appreciation of Dean Fran Brown.

Trustee Keith stated when people "walk out the door" that it makes her sad. Trustee Keith expressed to Dean Brown that she is excited for her and also that she is an amazing woman. Former students have expressed their respect for Fran, and her retirement is a great loss to Solano.

Trustee Claffey thanked Dean Brown for the excellent job she has done here at Solano. Our nursing program has an outstanding reputation. Personal experiences and encounters with those who have graduated from Solano were that of “bubbling over with enthusiasm” with the education they got from Solano.

President McCaffrey expressed that the entire Board feels the same way.

Vice President Ubalde indicated CEOs who are a part of the *Solano Coalition for Better Health* and those who serve on the *Ethnics Committee of Kaiser* all speak very highly of Dean Fran Brown.

President Fisher stated that now we all know why the opportunity arose for Dean Brown to take advantage of new responsibilities. He expressed how much the College will deeply miss her. President Fisher went on to say that we will do our best to keep the program at the same standards established for it and wished Fran the very best in her professional pursuits.

Moved by Vice President Ubalde and seconded by Trustee Claffey for acceptance of the resignation to retire for Fran Brown, effective January 11, 2008. The motion passed unanimously.

#### 11. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

##### Superintendent/President

##### (a) Resolution Honoring Patricia Y. Cordry, Resolution No. 07/08-700

It gave Superintendent/President Fisher great pleasure to read some of the areas in which Mrs. Patricia Y. Cordry has provided faithful service to the District as contained in the following Resolution No. 07/08-700:

#### **SOLANO COMMUNITY COLLEGE DISTRICT GOVERNING BOARD**

#### **RESOLUTION HONORING PATRICIA Y. CORDRY**

#### **RESOLUTION NO. 07/08-700**

WHEREAS, Patricia Y. Cordry has served the Solano Community College District, with distinction, for over thirty years as Typist Clerk II in Vallejo, Secretary I in Counseling and Guidance, and Executive Coordinator to the Superintendent/President and Governing Board;

WHEREAS, Patricia Y. Cordry has served as a faithful, dependable and trustworthy employee to the Superintendent/President as well as to the Governing Board of Solano Community College;

WHEREAS, Patricia Y. Cordry, has served every Solano Community College Superintendent/President, with the exception of one, and over sixty Board members since 1978;

WHEREAS, Patricia Y. Cordry has always exhibited enthusiastic support for all Solano College programs, students and activities, including supporting student success;

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WHEREAS, Patricia Y. Cordry always welcomed the public, faculty, staff, and students into her office with a friendly greeting and warm smile;

WHEREAS, Patricia Y. Cordry has served faithfully as Chair of the Dr. Marge Blaha Memorial Scholarship Committee;

WHEREAS, Patricia Y. Cordry has steadfastly served on the Retirement and Recognition Committee of Solano Community College;

WHEREAS, Patricia Y. Cordry has supervised over 35 work-study students; prepared over 700 Board agendas, minutes, and Board packets, and served on many hiring committees;

WHEREAS, Patricia Y. Cordry believes that Solano Community College is the best community college in the State of California with the best Governing Board, faculty, staff, and students and, most of all, friends that will last a lifetime;

WHEREAS, Patricia Y. Cordry has been acknowledged as a real treasure and specialist in the care and feeding of Board members;

WHEREAS, Words cannot express the appreciation that the Governing Board, Superintendent/President, faculty, and staff of Solano Community College has for Patricia Y. Cordry; and

WHEREAS, Patricia Y. Cordry is passionate about her love and support of Solano Community College and has graced our campus with her lovely presence for over 30 years;

RESOLVED, That the Solano Community College District Governing Board hereby expresses its sincere appreciation to Patricia Y. Cordry for her dedicated service and contributions to the District, which will continue to serve the future of Solano Community College for generations to come;

RESOLVED, That the Governing Board will miss the loyal, devoted service of Patricia Y. Cordry;

RESOLVED, That Patricia Y. Cordry's dedication and commitment to Solano Community College has earned the respect of the Governing Board, Superintendent/President, faculty, staff, and students of the College; and, be it further

RESOLVED, That the Governing Board, faculty, staff, and students of Solano Community College wish Patricia Y. Cordry much happiness and continued good health in her retirement.

PASSED and ADOPTED, This 19<sup>th</sup> Day of December 2007, by the Governing Board of the Solano Community College District.

Moved by Trustee Claffey and seconded by Trustee Young for approval of Resolution No. 07/08-700 Honoring Patricia Y. Cordry. The motion passed unanimously with the roll call vote as follows:

STUDENT TRUSTEE ADVISORY VOTE: Lillian Nelson concurred.

AYES – Trustee Claffey, Trustee Honeychurch, Trustee Keith, Trustee Murphy, Trustee Young, Vice President Ubalde, Board President McCaffrey

NOES – None

ABSENT – None

Mrs. "Pat" Cordry, joined by Board President McCaffrey, was presented with flowers, a gift from the bookstore, and a framed official resolution. Those present gave Pat Cordry a round of applause and a standing ovation.

On behalf of Assembly Woman Lois Wolk, Ms. Dawn LaBar expressed best wishes to Mrs. Cordry in her retirement and future adventures. Ms. LaBar stated that not only did Mrs. Cordry

give thirty years to Solano College--she gave thirty years to students and their future, and for that we are all very grateful.

Ms. LaBar read in part from the California Legislative Assembly Resolution by the Honorable Lois Wolk, 8<sup>th</sup> Assembly District, and the Honorable Michael J. Machado, 5<sup>th</sup> Senatorial District, relative to commending Patricia Y. Cordry.

WHEREAS, throughout the years Pat Cordry fulfilled her duty with the integrity and professionalism that is imitated by many, but achieved by few; and

WHEREAS, Pat Cordry is genuinely respected, admired, and appreciated by all who have had the opportunity to know and work with her and to reap the benefits of her exceptional spirit.

NOW THEREFORE BE IT RESOLVED, By State Assembly Member Lois Wolk and Senator Michael J. Machado that all best wishes for a long, happy and healthy retirement be conveyed to Patricia Y. Cordry, along with sincere thanks and appreciation for her years of dedicated and exemplary service to the people of the State of California.

Once again, congratulations were extended and another round of applause was given to Mrs. Cordry.

Board President McCaffrey presented a Legacy Brick and Certificate of Recognition which reads “Given in Recognition of Pat and Bob Cordry, 30 Plus Years of Service, SCC 1977-2007” and will be housed between Buildings 300 and 400.

Mrs. Cordry, overwhelmed by the outpouring of love and support from the College, stated that there was no way she could have stayed this long without everyone helping her do her job. Pat thanked the President and Board and campus community from the “bottom of her heart” for thirty years of friendship, and especially for the Board putting up with her this long. She stated that it has been a pleasure and privilege to work with everyone, and working with President Fisher this past year was like a dream come true. Pat expressed appreciation for letting her be a part of the Solano Community College family for 30 years and stated that she “loves us all.”

When Mr. Cordry was asked if he wanted to say a few words, he remarked that “Mr. Cordry does not give speeches. I haven’t been allowed to talk for the last 25 years.” Pat lovingly responded by saying, “It’s okay honey, you can talk now.” Bob replied by saying in his typical good humor that “he was speechless.” Mr. Cordry expressed how much Pat has loved everyone and that it will be hard to separate her from Solano. His final words to the audience were, “but now she’s mine!”

Mrs. Cordry thanked Judy Spencer and Nora O’Neill for their support, stating the College is in wonderful hands through their efforts and added that she is pleased with their employment at Solano College in the Superintendent/President’s office. She added that they both have high moral standards and excellent abilities, and feels they will do a fine job, together with President Fisher and the Board, and as a result the College will only get bigger and better. She concluded that she will be a Solano Community College fan for the rest of her life.

With one final tribute, Board President McCaffrey advised that the American flag was flown over our nation’s capitol today in honor of Mrs. Cordry’s retirement, compliments of Congressman George Miller, and that the flag should be arriving soon.

Human Resources

- (b) District Openers to the District and the Solano Community College CCA/CTA/NEA Collective Bargaining Agreement for 2007-2008

Richard Christensen, Ed.D., Director of Human Resources, presented this item to the Board to submit openers for the 2007-2008 collective bargaining contract negotiations with the Solano Community College Chapter CCA/CTA/NEA on the following: Article 2 Negotiations Procedure, Article 4 Evaluations, Article 5 Personnel Files, Article 10 Retirement; Article 15 Grievance Procedures, Article 18 Association Rights, Article 19 Workload, Article 20 Salaries; Article 21 Health and Welfare Benefits, and Article 27 Released-Time Assignments, and to set a public hearing for January 16, 2008. The proposal is available for review in the Office of the Superintendent/President.

Moved by Trustee Keith and seconded by Vice President Ubalde to receive the proposal, indicate the proposal is available to the public in the Superintendent/President's Office at the College, and set a public hearing for January 16, 2008. The motion passed unanimously.

Academic Affairs

- (c) Request for Approval of Curriculum Actions as Submitted by the Curriculum Committee, a Subcommittee of the Academic Senate

Erin Farmer, Chair of the Curriculum Committee, presented this item requesting approval of the Governing Board for curriculum-related items, which were approved by the Solano Community College Curriculum Committee during the fall 2007 semester.

Moved by Trustee Keith and seconded by Trustee Murphy for approval of curriculum actions as submitted by the Curriculum Committee. The motion passed unanimously.

12. INFORMATION ITEMS – NO ACTION REQUIRED

- (a) First Reading of New Policy 1080, Animals on Campus

Gerald F. Fisher, Superintendent/President, presented for information the first reading of new Policy 1080, Animals on Campus. It was noted there have been intense feelings on both sides of this policy. There are concerns about animals on the inter-campus and concerns by local residents regarding walking dogs around the perimeter of the campus. A subcommittee in Shared Governance was formed to attempt to resolve the differences, but was not successful. Information has been provided from the community who live across the street for suggestions in modifying the policy. Those suggestions were heard at the Board meeting held December 5.

Trustee Keith expressed concern about the feral cat population. Studies prove that if you move a feral cat population, another feral cat population will move in. The best solution would be to manage the population we have appropriately by making sure the cats are spade and neutered

and not ill. Trustee Keith stated she would like to recommend that the feral cat population issue be added to the policy.

Another concern of Trustee Keith is dogs on campus. The campus is not a dog park, but if people are walking their animals on our campus and they are leashed, and people are being responsible pet owners by walking the perimeter of campus, it is not very neighborly of us to not allow people to have animals on that part of the campus. It appears to be exclusionary. The more people who use the campus, the better off we are, especially if people leash their animals and clean up after them.

Trustee Claffey stated he would like to see a policy developed that would allow our neighbors to walk their animals on the perimeter road on a leash. Trustee Claffey agreed that it is not appropriate for dogs to be allowed on the athletic fields, nor in the buildings, but public access to the linear park by the perimeter road seems appropriate.

Trustee Murphy echoed the concerns of both Trustee Claffey and Keith, and expressed the concern for a suitable remedy for making sure the animals are cleaned up after.

Vice President Ubalde appreciated the comments made at the last meeting by our neighbors and shares the same sentiments of those expressed by the Board members.

Trustee Honeychurch stated he cannot approve the policy as written and agreed with the other members of the Board. He thanked the neighbors for bringing their comments forward and is desirous of being able to work something out that will be more accommodating, especially a policy that will address Trustee Keith's concerns.

President McCaffrey stated he would like to see a more user-friendly policy. He advised he does not discount the amount of work that has been done already by the Shared Governance Council; however, if the Board is agreeable, he would like to refer the policy back to the Shared Governance Council and have them address the expressed concerns of both the Board and the public.

President Fisher advised he received a call from Mr. John Delorenzo, Community Services Director for the City of Fairfield, indicating their willingness and availability to work with us concerning the linear park access, which is shared by both the city and the College. President Fisher also advised that he would be staying in touch with Mr. Coffey as the policy develops through the next round of shared governance. The Shared Governance Council does not meet again until January 30, 2008. President Fisher will share the information and direction given by the Board at that meeting. A modified policy will be worked on that meets these conditions and will be presented again for information at the first or second meeting in February. Those individuals who have expressed concerns and spoken about the policy will be kept informed as we move along in the process.

Vice President Ubalde asked about the status of the policy between now and January 30. President Fisher responded by saying, that as we stand now, we have no policy that restricts animals on campus. If there are dogs on campus that are not on a leash, we will continue to comment to dog owners that allow their dogs to run free that they must be leashed based on the

county leash laws. We would not be citing individuals, but would be encouraging them for proper behavior until such time as we have an animals on campus policy that is understood by all and which would be clearly posted on campus.

It was suggested, since there are no lights along the linear park at night, that it might not be a good place to be in the winter time because it is an isolated area. The perimeter road is well lit.

President Fisher will inform the Campus Police that until a new policy is developed, and unless dogs are running free, it is okay for animals to be on campus.

Mr. Marvin Coffey, local resident, thanked the Board and the community for listening to the concerns from the neighborhood. Mr. Coffey expressed his pleasure that the Board is willing to consider access via campus property to a public way.

(b) First Reading of Revisions to Community Services Policies 1100, 1110, and 1120, Series 1100

Kathy J. Rosengren, Interim Vice President of Academic Affairs, presented as information the revisions to Community Services Policies 1100 (revised), 1110 (deleted), and 1120 (deleted), Series 1100. All three policies were reviewed and approved by the Executive Council at their meeting held September 24, 2007. The Shared Governance Council reviewed and approved these policies at their meeting held October 10, 2007.

This item will return to the Board for approval at the January 16, 2008, meeting.

(c) California State University (CSU), East Bay Update

Superintendent/President Gerald Fisher reported on the CEO's responses to the CSU East Bay proposal at a meeting held on November 26, 2007. The meeting participants (community college leaders):

- Support expansion of higher education options in the community.
- Agree that opportunities exist for collaboration, including continuing to frame agreements for specific high-demand programs that can be offered at the Concord campus.
- Support offering upper division courses during the day.
- Expressed a desire to work with the university to strengthen and expand existing partnerships through articulation and transfer processes.

Concerns expressed were:

- An academic needs study has not been conducted since 2001.
- No polling of the parents/potential students has been conducted to determine community interest in the proposal.
- The need may be for more upper division offerings; there are 13 community colleges in the catchment area.

- The proposal dilutes efforts to attract students from this area and would result in “creaming” of students.
- The university is simultaneously planning for a “full service campus” at the Concord Naval Weapons Station while seeking to add lower division offerings in Concord. Intentions need to be clarified regarding the two projects.

The next meeting of the Contra Costa Community College District Board is January 30, 2008. Should additional information become available, an update will be given to the Board at the January 16, 2008, Board meeting.

The Chancellor from the CCCCDCD wants Solano College to be involved because of our investment in the Vallejo Center in the Vallejo/Benicia area and our desire to keep our students on this side of the bay.

President Fisher responded to Vice President Ubalde’s question by saying that CSU East Bay must secure letters expressing support or neutrality from the local community colleges, depending upon how this issue moves forward.

### 13. ANNOUNCEMENTS

There were no announcements.

### 14. ITEMS FROM THE BOARD

Trustee Young announced that she attended the following College and community events:

#### December 2007

08 – Vallejo Center Outreach Event with faculty, staff and students

14 – Meals on Wheels Christmas luncheon in North Vallejo. Guests exchanged Christmas greetings and sang Christmas carols.

Vice President Ubalde announced that he attended the following College and community events:

#### December 2007

07 – Presidential holiday reception for faculty and staff and Board members at the Rockville Inn

08 – Vallejo Center Outreach Event with faculty, staff and students

08 – Filipino Chamber of Commerce Holiday Event

09 – Robert E. Keith’s memorial service

12 – Solano County Office of Education Board of Trustees Installation

13 – Solano Economic Development Committee (SEDC) Summit

19 – Health and Social Services Committee - Board of Supervisors – Solano County



President McCaffrey thanked everyone who worked on the campus outreach event and campus holiday party. Congratulations and best wishes for a happy birthday were extended to Trustee Claffey. President McCaffrey wished for everyone a happy, safe and joyous holiday season.

15. CLOSED SESSION

Board President McCaffrey recessed the regular meeting at 8:30 p.m.

- (a) Conference with Labor Negotiator  
Agency Negotiator: Richard Christensen, Ed.D.  
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (b) Public Employee Discipline/Dismissal/Release

Board President McCaffrey called the Closed Session to order at 8:43 p.m., and adjourned the Closed Session at 9:15 p.m.

16. RECONVENE REGULAR MEETING

Board President McCaffrey reconvened the regular meeting at 9:16 p.m.

17. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President McCaffrey reported that the Board held conference with the Labor Negotiator and discussed public employee discipline/dismissal/release in Closed Session and no action was taken.

18. ADJOURNMENT

There being no further business, Board President McCaffrey adjourned the meeting at 9:17 p.m., in recognition of all 2007 retirees.

GFF:js

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PHIL McCAFFREY, PRESIDENT

APPROVED \_\_\_\_\_  
GERALD F. FISHER, SECRETARY