

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD

UNADOPTED MINUTES  
August 20, 2008

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, August 20, 2008, in the Administration Building, Room 626, Solano Community College, 4000 Suisun Valley Road, Fairfield, California 94534-3197, by Vice President Tony Ubalde.

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

Vice President Ubalde led those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

Members Present:

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

*\*Arrived after roll call.*

Members Absent:

None

Others Present:

Ross Beck, Director of Public Relations, Marketing and Communications  
Mazie L. Brewington, Vice President, Administrative and Business Services  
Richard Christensen, Ed.D., Director, Human Resources  
Jay Field, Vice President, Technology and Learning Resources  
Robin L. Steinback, Ph.D., Vice President, Academic Affairs  
Lisa J. Waits, Ed.D., Vice President, Student Services  
Judy Spencer, Executive Coordinator, Superintendent/President and Governing Board

*Trustee Honeychurch arrived at 7:03 p.m.*

4. APPROVAL OF AGENDA

The following represents specific correction to the agenda, Item 9.(a), page 14, Resignations to Retire, lines three and six, which should read as follows:

Sally Bailey – *22 years, 3 months at SCC*  
Janice Larsen – *10 years, 11 months at SCC*

Moved by Trustee Keith and seconded by Trustee Young for approval of the Agenda as corrected. The motion carried unanimously.

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Dr. Sanford Wright requested to address the Board on Item 9.(a), Retirements of Staff with 10 or More Years of Service. Dr. Wright's comments were deferred to later on the agenda.

Mr. Frank Lindsay, representative from Roebbelen Contracting, Inc., requested to address the Board on Item 10.(b), Bid #08-008, Authorization to Award Contract to Roebbelen Contracting, Inc., for the Vacaville Center Project-Phase 1. Mr. Lindsay's comments were deferred to later on the agenda.

Vice President Ubalde recognized Instructor Tom Grube, CTA President, who requested to speak on consultants and pay increases. Mr. Grube's comments are as follows:

“At the last meeting, Trustee Young expressed a concern regarding an \$84,008.33 payment to the Zampi Law Firm when the annual budget for legal expenses is \$250,000. I'm sure that she didn't miss the fact that an August 7<sup>th</sup> payment is more than double that. The \$250,000 budgeted has already been spent. I hope that valve is shut off soon.

Trustee Murphy asked for a comparison of annual expenditures going back to the pre-Zampi years. I recently obtained some of these numbers. Here are some comparisons: between July 1985 and January 2005, a stretch of 19.5 years, the total paid to Atkinson, Andelson, Loya, Ruud, & Romo (AALR&R) was \$261,234.10. In a fifty-day span between June 19, 2008 and August 7, 2008, a stretch of 50 days, the Zampi Law Firm was paid \$260,234.33. The difference in the amount paid in that recent fifty-day stretch, and the 19.5 year span that AALR&R served as the College's legal counsel, was less than \$1000.

Yes, I realize that the bills paid in that fifty-day stretch might be for work performed prior to the fifty-day span noted. I asked for amounts paid from the general fund, but some Measure G expenses might have slipped in. Still, the differences are striking.

An amount of \$260,000 could pay someone \$130 an hour, 40 hours a week, 50 weeks a year. We spent more than that in 50 days.

So will the valve be shut off? What are this Governing Board's priorities? Will someone take note of the fact that depending on what measure is used, our faculty salaries rank about 66 out of 72 Community College Districts, and suggest that maybe a substantial raise is in order? I realize that such a bold move might then cause someone to have to make a tough choice between another lawyer consultation, a bulldozer, and a consultant.

Last year, we received a NO salary offer until 8.5 months after the previous contract expired--then a downright insulting offer after that. How would the former faculty members on this Board have reacted if their union leadership had even entertained accepting an offer or a 2% pay increase when the District received a 4.53% COLA, and even that 2% was tied to accepting some significant cut backs on health care.

The District continues to spend hundreds of thousands of dollars on lawyers, consultants, and backhoes. At the end of the year, the College's employees are left to beg for whatever morsels are left after the taxpayers of Solano County see their tax dollars used to fly in negotiators from San Diego (who are given no power to negotiate) and consultants from Utah. You can tell someone what your priorities are, but a look at your check register or credit card bills can be a lot more telling."

Vice President Ubalde thanked CTA President Grube for his comments.

Vice President Ubalde recognized Ms. Cynthia Simon, CSEA President, who requested to comment on PERS contributions for CSEA and Operating Engineers members. Ms. Simon's comments are as follows:

"I am here this evening to talk to you about how it came to be that the District pays the PERS contribution for CSEA and Operating Engineers. I thought everyone already understood how this has benefited the District over time, but at the 2008-09 budget presentation it was again emphasized that the District continues to pay this item. The inference by some who heard it was that this was not a good thing. I am hoping the following information puts this concern to rest.

In 1984, CTA and management both received an increase in salary between 11%-12%. CSEA and Operating Engineers opted instead to have the District pay the employee PERS contribution. This is a great example of interest-based bargaining because it was a win-win agreement for both sides of the table. Over the years, the District has saved a great deal of money as a direct result of this negotiated item.

Let's say that on average over the years the CSEA/Operating Engineers annual payroll is \$8 million, times 7%, which equals \$560,000, which represents the PERS cost. If CSEA and Operating Engineers had taken the salary increase of between 11%-12% instead of the PERS contribution, the District would be paying payroll taxes on this \$560,000. For argument sake, let's say payroll taxes (Social Security, Medicare, etc.) are 7%.

$(\$560,000 \times 7\% = \$39,200 \text{ per year} \times 20 \text{ years} = \$784,000 \text{ the District has saved.})$

In addition, from 1998-2002 (four years), because PERS did so well with their investments, the District did not have to pay the employee PERS contribution. This resulted in an additional savings to the District as follows:  $\$560,000 \times 4 \text{ years} = \$2,240,000$ . Adding the \$784,000 savings to \$2,240,000 totals \$3,024,000 the District has saved.

These figures are approximations, but this presentation should reflect an excellent idea of the District savings."

Vice President Ubalde thanked CSEA President Simon for her comments.

6. REPORTS (NO ACTION REQUIRED):

(a) Associated Students of Solano College (ASSC)

ASSC President Lillian Nelson reported that:

--the first official meeting of the semester will be next Tuesday, August 26, when the student senators will be seated. There is a diverse group of students applying for positions. The fall 2008 ASSC members will be presented to the Board at a future meeting. Saturday, August 30, 2008, is a scheduled retreat to discuss plans for the fall semester.

(b) Academic Senate

Academic Senate President Jeff Lamb reported that:

--he wanted to express his personal gratitude to the former Academic Senate President, Ms. Gail Kropp, for all of her hard work on behalf of the College while serving as President. Dr. Lamb thanked Ms. Kropp publicly for being incredibly gracious as he steps into the position as President. "Gail made it look easy and has been willing to give advice and support at every turn." The audience extended a round of applause towards Ms. Kropp.

--the following items were discussed at the August 12, 2008, meeting under the President's Report: faculty leadership institute, hiring committee appointments, and summer meetings.

--Erin Farmer, Curriculum Chair, reported on the software program, CurricUNET, which has been purchased and will be implemented in spring 2009. She also reported on new majors in Title 5 changes to Interdisciplinary Studies and University Studies, which the Board has already acted upon. Ms. Farmer gave a report on the Curriculum Institute, which she participated in during the summer.

--Dr. Renee Moore and Ms. Sandra Rotenberg reported on Distance Education, the training during Flex Cal on NeXt, Banner, and eCollege transitions.

--Instructor Charles Spillner shared a video, *Discounted Dreams*, which was the main theme for Flex Cal this year. The Flex Cal Committee consists of Chuck Spillner, Erin Duane, Kevin Brewer, George Daugavietes, and Marc Lancet. The committee is considering the creation of a master list of approved optional Flex Cal activities that Division Deans can sign off on and make receiving optional Flex Cal hours more streamlined.

--Erin Farmer gave an accreditation update. Vice President Field reported on the current status of Banner. Mr. Ross Beck gave a public information office update. The following topics and projects will be discussed and explored in the 2008-09 academic year: update by-laws, Technology, Academic Integrity/Academic Freedom, proportional representation; Accreditation Subcommittee, consult with Academic Affairs and Student Services about policy review, explore Senate relationship to budget development, and explore Senate relationship to student success.

--a joint meeting with the Division Deans and Academic Senate was held on August 12, 2008.

The following topics were discussed:

- Student Profile presentation by Vice President Waits and Rob Simas.
- Strategic Goals and Objectives update by Rob Simas.
- Progress Report on *Educational Master Plan* by Vice President Steinback.
- Accreditation update by Erin Farmer.
  - Document has been circulated to necessary members of the campus community and we are now waiting for revisions and input.
  - Our timeline is tight and Academic Senate President Lamb stated he has made it clear to the campus community that the document must be complete and must have gone through the appropriate shared governance bodies for a thorough review in order for him to sign-off on it.
- Basic Skills Initiative update by Josh Stein.
- SLOs update by Tracy Schneider.

--the Academic Senate has a Blog that allows for anyone to see what activities the Academic Senate is participating in, as well as the ability to view the Board of Trustees Report by the Academic Senate President in more detail. The address is: <http://sccsenate.blogspot.com/>. Senate President Lamb encouraged all who are interested to visit this Web site.

(c) Superintendent

Superintendent Gerald F. Fisher reported that:

--as requested at the August 6, 2008 Board meeting, a call was made to the Solano County Mosquito Abatement District regarding what efforts are being made to control the mosquito population located in and near District waterways. Ms. Rosie Hall, Assistant Director of Facilities, was able to secure a delivery date of fish from the Abatement District, which was set to take place on August 11. However, when the people from the Abatement District arrived, it was determined that there were plenty of fish in the creek and it was not necessary to replenish the stock. The district assured Solano College staff that they have in place a standing semi-annual inspection for spraying and a mosquito fish stocking program.

--he was pleased to report as of the first day of class for the fall 2008 semester our enrollment was 11,599 students, which compares with an enrollment in the fall of 2007, first day of classes, to 10,628. That is an increase of 971 students, or a difference of 9.14%. Superintendent Fisher reported that attendance at the Vallejo Center for first day of classes was 1,963 students, and 1,339 were enrolled at the Vacaville Center.

--he was saddened to report the passing of well-known Vallejo physician and former SCC Governing Board Member James K. "Doc" Hollister on August 8, 2008, after a brief illness at the age of 86. While he was dedicated to and highly respected in his profession, Dr. Hollister was equally committed to public service. Hundreds of Vallejo youth knew him as "Doc" – their coach, team manager, mentor, and friend. For more than 30 years, he served as the team physician for the Vallejo and Hogan High Schools and Solano Community College football

teams, refusing compensation for these services and requesting that the funds be returned to the schools' athletic departments for equipment or used for scholarships. "Doc" is a Charter Member of the Solano Community College Governing Board, on which he served four terms, including terms as President of the Board. He was instrumental in the establishment of the College District, the location and construction of our main campus, and the expansion of the College's curriculum and services to Vallejo residents. The football stadium and the Sports Medicine Center on the Fairfield campus are named after him. He was inducted into the College's Athletic Hall of Fame in 1995. A scholarship has been established at Solano College in Dr. Hollister's name through the SCC Scholarship Foundation. Superintendent Fisher announced that a celebration of Dr. Hollister's life will be held at the Vallejo Elks Lodge, Thursday, August 28, at 3 p.m.

--he will attend the Grand-Am Armed Forces 250 sports car racing event at Infineon Raceway this Saturday, August 23, 2008. The Chancellor's Office has organized a "troops to college" celebration recognizing members from all branches of the military and is helping to spread the word about Governor Schwarzenegger's "troops to college" program. In addition to representatives from the armed forces, there will be representatives from the U.C., CSU, and community college systems, as well as the Secretary of Education and Secretary of Veteran's Affairs in Sacramento.

Superintendent Fisher stated he is pleased to be a part of this focus on easing the transition of our armed forces personnel to college, and is particularly proud of our Veteran's Affairs Office at SCC led by our outstanding Veteran's Affairs Specialist, Ms. Amy Utt. Our long-term relationship with Travis Air Force Base in Solano County has served many military personnel throughout the years, and we look forward to continuing our service to 1,000 active duty veterans and dependents.

- *Bond Update*

Ron Richards, Kitchell CEM, reported that:

Building 1400 Student Center

--Phase 1, which includes the temporary Bookstore, Health Services and Student Dining Room, is substantially complete. The punch list items are being completed. Phase 2 demolition began today and includes the existing lobby, old Bookstore, and Associated Students (ASSC) Area.

Building 1700 Gymnasium

--interior finishes are being installed in the staff office area; the bleacher and gym floor have been installed, and landscaping at the south end of the building is in progress and nearing completion.

Building 1800A

--renovation is complete and was open for the first day of school. Minor punch list items are being completed.

Athletic Fields

--the project is approximately 60% complete. The football practice field is ready to receive the new sod turf (no hydroseed), scheduled to begin around August 27. The new football practice field should be green by the end of the month. The soccer field landscaping is almost completed. New trees and plants are currently being installed. All underground/under field drainage work is complete in the baseball field. The new amended soils should be brought back onto the field next week.

Vallejo Center

--the vinyl lettering graphics have been re-installed at the main entry window.

Measure G Quarterly Bond Update Report

--the Measure G quarterly report was provided to the Board under separate cover and reflected \$80,602,077 total expenses as of June 30, 2008.

7. CONSENT AGENDA – ACTION ITEMS

Superintendent/President

- (a) Minutes for the Special Meeting held July 26, 2008, and the Regular Meeting held August 6, 2008

Human Resources

- (b) Employment – 2008-09, Resignation

Administrative and Business Services

- (c) Warrant Listings
- (d) Construction Change Order No. 2 Approval for Alten Construction, Inc. – Bid No. 08-003
- (e) Construction Change Order No. 5 Approval for J. W. and Sons, Inc. – Bid No. 08-002

Academic Affairs

- (f) 2008-2010 Local Agreement for Career Program with Foundation for California Community Colleges (FCCC) with Resolution No. 08/09-04

The following represents specific correction to the Minutes of August 6, 2008, Item 8, page 8, Items Removed from Consent Agenda, line 2, which should read as follows: Trustee Young requested year-to-date *of all* expenditures *by case* paid to Zampi and Associates for 2007-2008.

Moved by Trustee Keith and seconded by Trustee Claffey for approval of the Consent Agenda as corrected. The motion carried unanimously.

*Board President McCaffrey arrived at 7:35 p.m.*

Trustee Young asked for clarification of 7.(c), Warrant Listings, Number 11003172, dated August 7, 2008, payable to Zampi and Associates in the amount of \$168,455.14. Her inquiry was if this amount was reflected in the year-to-date expenditures paid to Zampi and Associates for 2007-2008 on the two documents recently received by the Board--Excel spreadsheets and pie graphs. This financial information was requested by the Board on August 6, 2008.

8. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the Consent Agenda.

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

(a) Resignations to Retire – Sally Bailey and Janice Larsen

Kathy Rosengren, retired Dean of Humanities, began by saying it has seemingly become her custom in the past five or six years to come before the Governing Board to pay tribute to one or more of the Humanities Division faculty who have chosen to retire, but that tonight it was her distinct pleasure to honor two of the division's outstanding classified staff members, Sally Bailey and Janice Larsen, both of whom are retiring at the end of this fall semester.

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
<b>Sally Bailey</b>	<b>Administrative Assistant III 22 Years, 3 Months</b>	<b>December 30, 2008</b>

“When Sally Bailey came to Solano in 1986, I had the privilege of being her first supervisor as she was the clerk in the Reading and Writing Labs. Then, after working in the Learning Resources Lab, the Child Care Center and Human Resources, she came back to us in 1996 as a half-time Administrative Assistant for Humanities, and we shared her with Fine and Applied Arts and Behavioral Sciences in the afternoons.

Since 2003, Sally has been full-time with the Humanities Division. She is easily one of the finest people, as well as one of the most effective employees, I have ever worked with. I once said that writing an evaluation of Sally was difficult only because there are not enough superlative words in the English language to say what a marvelous job she has done for our division and the College over the years. I checked outstanding for every category of Sally Bailey's evaluation form, and all were more than justified.

We worked together on virtually everything we could do to help the faculty and the rest of our staff to be as successful and happy in their work as they could possibly be. For Sally, that has meant everything from documenting absences and finding substitutes, to devising an evaluation spreadsheet which the entire College now uses to keep meticulous records for the faculty flexible calendar activities, to creating a system for recording adjunct office hours, to being the lead person from the division on our huge renovation project for Building 700. This last task, including the two moves out to and back from swing space, took major energy from all of us, but it was Sally who both spearheaded the effort and was the detail person for a period of two years. At the time we had not yet replaced the half-time administrative assistant position we



lost in 2003, so it was an even greater miracle that she could add this project to her duties. That she did this with enthusiasm and grace confirmed that she herself was the miracle!

After forty-five years in education, I have come to learn that the greatest part of the satisfaction and pleasure we take from our jobs has to do with the people we work with. I could never have imagined that I would have the good fortune to work with someone of Sally Bailey's caliber; in fact, I'm not sure I knew that someone like her existed. She has, in abundance, every skill an administrative assistant should have: she meets people well, is an excellent clerical worker, has both initiative and drive, learns everything almost immediately, is a fine problem solver, does more work than any two or three other people, is interested in everyone she works with, has a great sense of humor, and, most of the time, really likes her job!

When Sally was named Classified Employee of the Year in 2002-03, no one in the Humanities Division was surprised; with all due respect to the superb classified staff of SCC, we thought she should win it every year!! To say that Sally has been invaluable and indispensable to all of us is still understating the truth. I hope I have thanked her even half as much as I should have over the years for all she does and, even more, for the fine human being she is. I shall miss working with her forever."

The audience gave Sally Bailey a round of applause.

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
<b>Janice Larsen</b>	<b>Technology Specialist 10 Years, 11 months</b>	<b>December 30, 2008</b>

"Janice Larsen has been the Computer Lab Technician in the Humanities Division for the last eleven years since we opened the computer classroom in Building 700. How we could have chosen so perfectly when we hired for this position I have given thanks for during all of those years as Janice was precisely the person we wanted and needed to bring the Humanities faculty and students into the twentieth and twenty-first centuries!!

When she came to us, many of us could still be called "luddites"; however, she single-handedly helped us all become comfortable with our computers—even proficient in many cases—without making us feel completely stupid (which we were!!). We have all grown to depend on her help to such an extent that the plaintive whine, "Does anyone know where Janice is working? I really need her", will continue to echo down the halls of 700 long after Janice is gone.

Janice has always been one of the best employees any place could have. The quality of her work has been exemplary and she has been visionary in seeing what work needs to be done, and it's been consistently accurate and thorough. The quantity of her work has also been amazing. Dependability could be Janice's middle name. She has always been able to be counted on to get things done in a timely manner, work on and complete tasks which need finishing, and use her initiative to do anything which will make the labs run more smoothly. Not only has she assisted students and teachers in the Humanities computer classroom, she has been able to do the same quality job for the Journalism area and the Reading/Writing/ESL Labs as well.

Above all, Janice has been outstanding in her ability to work with students. She has been clear in her explanations, patient, and interested in their learning progress. Janice has also been effective working with other computer techs on the campus, and she has been a godsend during

the various moves during the Measure G remodeling and, especially, in the opening of the Vallejo Center.

Finally, Janice is a wonderful person to work with: direct and forthright, courteous, cooperative, flexible. She is completely honest and trustworthy as well. Her problem-solving skills are so fine that I have trusted her for years to make virtually any decision concerning her labs. Faculty, staff, and students will miss her tremendously, and her new supervisor, Dr. Andreini, is probably already making pacts with a higher power to get a replacement for Janice Larsen that will be at least half as fine an employee as she has been. Thanks for everything, Janice.

So, as you all can tell from what I've said, losing both Sally and Janice together this fall is a huge blow to the Humanities family. Still, I know that all of us wish these two wonderful women a splendid new life adventure as they leave Solano Community College for retirement."

A round of applause was extended to Janice Larsen by the audience.

Kathy Rosengren gifted both Sally and Janice with beautiful long-stem roses on the occasion of their retirement announcements.

Mr. Jim Ennis, Director of Technology Services and Support, spoke on behalf of Ms. Janice Larsen who is retiring from Solano after 10 years and 11 months of service to faculty, staff, and students.

"Janice first came to Solano as a lab technician's assistant at the old Vallejo Center. After about 8 months, a Technician position in the Humanities Lab came open and at the urging of former Business Division lab technician Betty Peate, Janice applied and got the job starting her formal career at Solano on January 7, 1998.

As the lab was a new venture for then Dean Rosengren and the College, Janice had the responsibility of building the lab from the ground up. She has been the only lab technician in the Humanities Lab since its inception and has made the lab the resource it is to students and faculty today.

Over the years, as Janice became more and more proficient in support of the Humanities Lab, she slowly took on additional responsibilities. She began assisting faculty in the Humanities building with computer problems, providing support for the ESL and Journalism Labs, and even volunteering to assist Technology Services with general campus-wide support.

About two years ago, the academic lab technicians became part of Technology Services and Support. Janice continued to exhibit the willingness to assist and expand the scope of her responsibilities voluntarily. When Buildings 700, 800, and 900 were remodeled, she not only led the efforts in the Humanities building, but assumed the responsibility for Buildings 800 and 900 with little fanfare and no objections.

When major projects such as the Vallejo Center and the Student Services Building came online, Janice worked quietly and tirelessly to help ensure the building would be ready for students, faculty, and staff on time. It was comforting for me as the manager of these projects to be able to give Janice direction and not have to worry about that part of the project again because I knew she would take care of it, and if there were questions regarding what should be done, she would seek me out and get the answer.

Janice's contributions to the District did not end with her direct job responsibilities. She has been active in CSEA, participating on the negotiating team and representing CSEA at several statewide meetings and conferences. Janice has served on too many hiring committees to mention, the District Technology Committee and is the CSEA and College representative on the Statewide Telecommunications and Technology Advisory Committee.

In addition to her job duties and other participation on various committees, Janice has managed to obtain a network certification and an A.A. Degree in Psychology from Solano College.

Janice has been married to her husband Richard for 33 years, another significant accomplishment. Her interests are genealogy, travel, computers, golf, and most of all gardening.

While Janice has enjoyed her time at Solano, she looks forward to retirement as she plans to travel with trips planned to the Baja Riviera, Easter Island, and through the Panama Canal.

Janice has been an excellent employee, and a true value to Solano students, faculty and staff.”

Mr. Ennis stated he will personally miss her as employee and a person and hopes she will take time out from her travels to continue to participate in the social functions of the IT department and the College. On behalf of his department, Mr. Ennis wished Janice a happy and well-deserved retirement.

Dr. Sanford Wright, Ethnic Studies Coordinator, was recognized by Board President McCaffrey, who requested to address the Board on Item 9.(a), Retirements of Staff with 10 or More Years of Service.

Dr. Wright publicly thanked both Sally and Janice for the work they have done over the years for the Ethnic Studies Program. They both have gone well beyond the work required of them and always did everything they could to make the program flow. Dr. Wright stated he would be remiss if he did not share with the Board his gratitude towards both Sally and Janice for their work with the Ethnic Studies Program without remuneration, and especially for the assistance they gave the Program's student workers. Dr. Wright concluded by saying thank you to both Sally and Janice for going beyond the requirements of their jobs to extend assistance.

CSEA President Simon was recognized by the Board and expressed her sincere appreciation to both Sally and Janice. She stated that Janice served as Parliamentarian and also has done a great job as Chief Job Steward for CSEA. She has also served as interim regional CSEA representative. Sally has served CSEA as an excellent Vice President and her efforts have been appreciated in appointing CSEA members to committees. Sally, together with her sister Sheryl Scott (and other members of the Bylaws Committee), spent time in rewriting the Bylaws for the chapter CSEA, which hadn't been updated for over thirty years. President Simon extended a warm thank you to both Sally and Janice for all of their hard work over the years on behalf of CSEA and wished them well in their retirements.

Ms. Sally Bailey greeted the Board members and President Fisher and stated that she decided to take the journey of retirement along with her husband Ron of almost 33 years. She expressed that it has been a privilege to work with the students, faculty and staff at Solano, and while she will miss them all, it is time to do something different.

Moved by Vice President Ubalde and seconded by Trustee Keith for acceptance of the resignations to retire for Sally Bailey and Janice Larsen, effective December 30, 2008. The motion carried unanimously.

On behalf of the Board, President McCaffrey congratulated both Sally and Janice and extended best wishes for enjoyment in their future retirements. The audience extended another round of applause.

10. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent/President

(a) Approval of Selection Procedure Timeline for Superintendent/President

Board President Phil McCaffrey, and Chair of the Board Presidential Search Subcommittee, presented a proposed selection procedure timeline for the Superintendent/President Search in 2008-2009.

Moved by Trustee Young and seconded by Trustee Keith for the acceptance of the selection procedure timeline for the Superintendent/President Search in 2008-2009. The motion carried unanimously.

Administrative and Business Services

(b) Bid #08-008, Authorization to Award Contract to Roebbelen Contracting, Inc., for the Vacaville Center Project – Phase 1

Stan Dobbs, Independent Contractor in Maintenance and Operations, based on advice from counsel, presented Bid #08-008, authorization to award contract to Roebbelen Contracting, Inc., for the Vacaville Center Project – Phase 1, in the amount of \$14,059,000. There were no bid alternates associated with this project. Staff's evaluation and background analysis revealed positive feedback from prior clients. In business since 1959 and based in El Dorado Hills, Roebbelen Contracting, Inc., has extensive experience working on both schools and various state projects. Roebbelen is one of the key builders in the state for educational facilities, as well as commercial and industrial projects.

Mr. Dobbs gave a PowerPoint presentation that recognized some of Roebbelen's accomplishments and background, identified the scope of Phase 1 at Vacaville, and acknowledged some of their work in elementary and higher education.

Board President McCaffrey recognized Mr. Frank Lindsay, representative from Roebbelen Contracting, Inc., who requested to comment on Item 10.(b), Bid #08-008, Authorization to Award Contract to Roebbelen Contracting, Inc., for the Vacaville Center Project-Phase 1. Mr. Lindsay stated that Roebbelen has been in business for 50 years and began as a competitive bid contractor, but later took a negotiated approach to clients which helped them grow through the

years. Roebbelen's dollar volume comes predominately from Northern California and in construction of educational facilities. Thirty to forty of their employees are from the Vacaville, Fairfield, and Vallejo areas. Mr. Lindsay stated, on behalf of Roebbelen, that they look forward to delivering another award-winning project with a long lasting relationship.

Trustee Honeychurch commented that Roebbelen's brochure and past accomplishments look good, but that the Board would be looking closely at change orders.

Moved by Trustee Murphy and seconded by Trustee Keith to accept Bid #08-008 and award contract to Roebbelen Contracting, Inc., for the Vacaville Center Project – Phase 1, in the amount of \$14,059,000. The motion carried unanimously.

(c) Amended Resolution Establishing Ad Valorem Tax Rates for the 2008-09 Fiscal Year, Resolution No. 08/09-05

Vice President Mazie L. Brewington, Administrative and Business Services, presented Resolution No. 08/09-05, an amendment to the ad valorem tax rates and debt service for the 2008-09 fiscal year that was approved by the Board at the July 16, 2008, meeting. Each year, pursuant to Revenue and Taxation Code, Section 93, the Board establishes the rates to be levied on the voter-approved bonded indebtedness for fiscal year 2008-2009. Earlier in the month, the District was contacted by the Solano County Auditor-Controller's Office reporting that the county's estimated initial calculations in May required adjusting due to assessed values being lowered as a result of the downturn in the housing market. All public agencies and districts with debt service will require this action.

Moved by Trustee Keith and seconded by Trustee Murphy to approve Resolution No. 08/09-05, an amendment establishing ad valorem tax rates for the 2008-09 fiscal year. The motion carried unanimously with the roll call vote as follows:

STUDENT TRUSTEE ADVISORY VOTE – David R. Brannen concurred.

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

NOES – None

ABSENT – None

Academic Affairs

(d) Community Services Fall 2008 Instructors and Classes

Charles Shatzer, Associate Vice President of Workforce and Community Development, presented the proposed fall 2008 Community Services *Vistas* instructors and classes.

Moved by Trustee Young and seconded by Trustee Keith to approve the Community Services fall 2008 instructors and classes as presented. The motion carried unanimously.

11. INFORMATION ITEMS – NO ACTION REQUIRED

(a) The K-16 Bridge Program

Superintendent/President Gerald Fisher presented for information The K-16 Bridge Program for high school students to higher education.

Superintendent/President Fisher began by stating that the newspapers are full of discussions these days about the number of high school students that either (1) graduate, (2) drop out before they succeed from the freshman year to their senior year, or (3) move on to some form of higher education. Tonight, he said, I am presenting a program that I observed back in February of this year. I have been discussing this program with Ms. Dee Alarcón, County Superintendent of Schools, as well as the Superintendents in the K-12 school districts in Solano County. We are all in favor of initiating a bridge program of this nature in Solano County. The new Superintendent in Fairfield/Suisun is still evaluating the program. Another area of discussion that initiated all of us looking into this program came from the Economic Development Corporation (EDC) discussions about the importance of education to the economic environment of Solano County—what does an educated workforce mean to businesses that want to move into Solano County and to the economies of our seven cities in Solano County?

Superintendent/President Fisher reported that the average college-going rates for high school graduates in the nation that go on to some form of post secondary education is about 55.7%. The statistics for the state of California have the same comparable figure at 43.7%, which ranks 48 out of the 50 states. Solano County is slightly below the mean of the 58 counties in the state.

Superintendent/President Fisher shared trend data provided by the California Department of Education and California Post Secondary Education Commission from 2003-04 – 2006-07 of students going on to higher education opportunities as follow:

	<b>2003-2004</b>	<b>2006-2007</b>
Solano County College-Going Rate (CGR) – TOTAL	44.1%	48.7%
Solano County CGR – U.C. System	5.0%	6.4%
Solano County CGR – CSU System	9.0%	11.4%
Solano County CGR – CCC System	30.2%	30.9%

From the ten high schools that we serve in Solano County, Solano College gets about 55% of those students that go on to higher education. The other 44% go someplace else, i.e., U.C., CSU, another community college, or private institution, and it varies by high schools. For example:

Armijo High School

Graduating Class of 2007 – 82 students went to another form of post secondary education  
 103 students came to Solano College

Vanden High School

Graduating Class of 2007 – 55 students went to another form of post secondary education  
 129 students came to Solano College

The point to be made is that we would like to increase these numbers that do go on to post secondary education.

The concept of The K-16 Bridge Program is to provide education to 12<sup>th</sup> graders in year one of implementation and then move down to 6<sup>th</sup> graders to start talking to students about what it takes to be a college-bound student. The presenters of this program have emphasized that we take our small children and prepare them for preschool, then kindergarten; we prepare our elementary students for middle school or junior high, and our junior high school students for high school, and then it ends there. At grade 12 we usually say congratulations and good luck and hand them a brochure that explains something about college.

The goal of The K-16 Bridge Program is to implement a program that offers specific course work (12-14 minute presentations done in the K-12 system). The school districts at the high school appoint a bridge coordinator and the subject matter is taught in their required courses and works with their requirements for what they teach in these subject areas, giving hands-on experiences.

For example, Bridge lessons could include the following lessons in semester one:

- Eureka Review or True Colors, Occ-U-Sort, MicroSkills
- Choosing Your College: Finding the Perfect College
- Choosing Your College: Important Elements
- Choosing Your College: Looking at Options
- Careers: Educational Paths to Get There
- Free Money: Guide to Scholarships
- Maximizing the Financial Aid Process

Bridge lessons could include the following lessons in semester two:

- Free Application for Federal Student Aid (FAFSA)
- Navigating the College Catalog
- College Preparation: What Do I Need for My Major?
- Online College Application Process
- College Placement Test
- College Preparation: College Expectations and Syllabi
- The College Experience: Questions and Answers
- College Preparation: Mock Registration

Superintendent/President Fisher identified another program for achieving student success—California Partnership for Achieving Student Success (Cal-PASS), which is a state-wide data sharing initiative that creates regional partnerships between K-12 schools and community colleges through the sharing of student transcript and performance information as they transition from the K-12 system to community college.

The cost of The K-16 Bridge Program is hosted by the community college. There is a \$25,000 fee to set the program up, which creates a link from the community college to all of the participating K-12 schools. There is an annual maintenance fee of \$25,000 each year that the

program is in existence. Services, to name a few, would include 2,000 customized and personalized My Mentor Web site accounts tailored to the College, a customized career survey and database for the College, and K-16 Bridge Program training, support, and curricular materials. Training and support is usually remotely provided, through the use of Web sites and DVDs.

The Solano College Educational Foundation has been asked if they would invest the initial \$25,000 set up fee and have indicated their willingness to write the check. There are some opportunities for the Foundation to get their money back through grants, and discussions are being held with benevolent funding organizations in the state that may be interested in funding this project. As far as the ongoing \$25,000 fee is concerned, Mr. Fisher stated we have commitments in 2008-09 for support from categorical programs. The return looks good on our investment. As an example, if we get 5 additional FTES at \$5,000 each, the cost will have been met.

Superintendent/Fisher ended his presentation by stating that he believes this program to be very worthwhile, and that the timing is right to help increase our college-going rate, which will ultimately serve students and Solano College.

Superintendent/President Fisher advised that this item will be brought before the Board at the September 3, 2008, meeting for discussion and approval.

## 12. ANNOUNCEMENTS.

There were no announcements from the Board.

## 13. ITEMS FROM THE BOARD

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

### August 2008

**8 – 10** – Participated in her 50<sup>th</sup> high school class reunion in Portsmouth, Virginia. Trustee Young stated that her high school, I.C. Norcom, is currently one of four high schools in the country in competition to receive an award on September 20, 2008, at the 6<sup>th</sup> Annual Hoodie Awards for the best high school in the country. The awards ceremony is hosted by Steve Harvey at Orleans Arena in Las Vegas, Nevada. The Hoodie Awards honors local business establishments, community leaders, churches, and high schools for their contributions and excellence in the community throughout the country.

**11** – Participated in the Solano Community College Superintendent/President Search Subcommittee meeting.

**14** – Attended a “Get Acquainted with Emerge” event in Fairfield, California.

**15** – Attended Solano Community College Flex Cal activities from 8:30 a.m. – 1:30 p.m.

**15** – Attended the Napa/Solano Building Trades Council’s Sixteenth Annual Labor Reception at the Benicia Yacht Club in Benicia, California.

**20** – Chaired the Accreditation Leadership Subcommittee meeting. The purpose of the meeting was to discuss a draft copy of the Board’s written response to Recommendation 8: Leadership.



Superintendent/President Fisher and Trustees Keith and Claffey were present at the subcommittee meeting. The work of the subcommittee will be forwarded to the authors of the accreditation reports for inclusion in the second draft.

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

August 2008

**11** – Community forum hosted by Congressman Miller regarding financial aid for students.

**15** – Attended Solano Community College Flex Cal Welcome and College Update.

**15** – Attended the Napa/Solano Building Trades Council’s Sixteenth Annual Labor Reception at the Benicia Yacht Club in Benicia, California.

Board President McCaffrey requested that Superintendent/President Fisher provide an update on the Vacaville Center Public Safety Training Facility discussions.

Board President McCaffrey recessed the regular meeting at 8:33 p.m.

14. CLOSED SESSION

- (a) Conference with Legal Counsel-Anticipated Litigation  
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9  
1 potential case
- (b) Conference with Labor Negotiator  
Agency Negotiator: Richard Christensen, Ed.D.  
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (c) Public Employee Discipline/Dismissal/Release  
(No additional information required.)
- (d) Public Employee Performance Evaluation  
(Gerald F. Fisher, Superintendent/President)

Board President McCaffrey called the Closed Session to order at 8:45 p.m., and adjourned the Closed Session at 9:35 p.m.

15. RECONVENE REGULAR MEETING

Board President McCaffrey reconvened the regular meeting at 9:36 p.m.

16. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President McCaffrey reported that the Board discussed one potential anticipated litigation case in Closed Session, and on advice of our insurance carrier it was moved by Trustee Young and seconded by Trustee Keith to reject the claim, effective July 16, 2008. The motion carried unanimously with the roll call vote as follows:

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

NOES – None

ABSENT – None

Board President McCaffrey reported that there was no conference held with the Labor Negotiator on CCA/CTA/NEA, CSEA, Operating Engineers-Local 39 in Closed Session.

Board President McCaffrey reported that there was no discussion on public employee discipline/dismissal/release in Closed Session.

Board President McCaffrey reported that the Board discussed public employee performance evaluation with Superintendent/President Fisher and no action was taken.

17. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:37 p.m.

GFF:js

BOARD MINUTES.08.20.08.FINAL

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PHIL McCAFFREY, PRESIDENT

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