

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

TO: Members of the Governing Board
SUBJECT: CONSENT AGENDA - DONATION
REQUESTED ACTION: APPROVAL

SUMMARY:

Donation from Ken Kellegher for Technology Services and Support.

<u>NAME AND ADDRESS</u>	<u>ITEM</u>	<u>DEPARTMENT</u>
Ken Kellegher 910 Mericrest Street Brentwood, CA 94513	Six new Dell Multifunction Color Laser Printers	Technology Services and Support

It is recommended at this time to accept this donation to the Department of Technology Services and Support.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Jay Field, Vice President
Technology and Learning Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

ADDRESS

(707) 864-7250

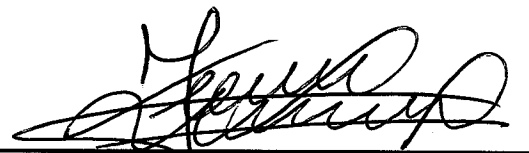
TELEPHONE NUMBER

Technology and Learning Resources

ORGANIZATION

September 11, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

September 11, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

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

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

EMPLOYMENT 2009-10

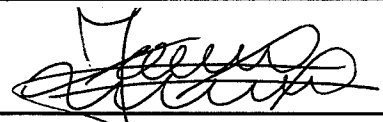
Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Barbara Fountain	From Assistant Registrar To Director, Admissions & Records Administrative Leadership Group	10/1/09

Short-term, Temporary & Substitute Assignments

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Hourly Rate</u>
Alison Aubert	Athletic Trainer	9/24/09 – 5/31/10	\$ 40.58 OT
Betty Austin	PE/Athletic Assistant	9/24/09 – 5/31/10	\$ 31.64 OT
Sherry Clark	Supplemental Instructor, Athletics Basic Skills Instruction	8/31/09 – 5/31/10	\$ 14.61
Cinthya Da Cruz	Substitute Student Services Assistant II, Financial Aid	8/25/09 – 9/3/09	\$ 14.61
John Frisch	Athletic Trainer	9/24/09 – 5/31/10	\$ 18.00

Trudy Largent, J.D.
Interim Director of Human Resources


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

September 11, 2009
Date Submitted

September 11, 2009
Date Approved

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR
Governing Board Meeting
September 23, 2009
Page 2

Short-term, Temporary & Substitute Assignments

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Hourly Rate</u>
JoJay Jackson	Supplemental Instructor, Athletics Basic Skills Instruction	9/24/09 – 5/31/10	\$ 14.61
Robert Low	Tech. Prep Coordinator	7/1/09 – 6/30/10	\$ 64.71
Sam McKinney	PE/Athletic Assistant	9/24/09 – 5/31/10	\$ 35.31 OT
Robert Ratto	Substitute Cosmetology Lab Tech	9/3/09 – 6/30/10	\$ 17.40
Tracy Schneider	Accreditation Writer/Editor	8/31/09 – 10/15/09	\$ 64.71

Independent Contractors

<u>Name</u>	<u>Service</u>	<u>Dates of Contract</u>	<u>Amount</u>
<u>Fine & Applied Arts/Behavioral Sciences</u>			
<u>Leslie Rota, Responsible Manager</u>			
Debbi Davis	Foster & Kinship Care Education	9/18/09	\$ 300.00
	Present, Special Needs Infants & Toddlers	10/6/09 & 10/16/09	\$ 600.00
		11/20/09	\$ 300.00
		12/1/09 & 12/18/09	\$ 600.00
<u>Human Resources</u>			
<u>Trudy Largent, Responsible Manager</u>			
Mark Paschal Paschal & Associates	Conduct fact-finding investigations	9/24/09 – 6/30/10	Not to exceed \$ 10,000.00 \$ 95.00 hour
<u>Superintendent/President</u>			
<u>Jowel Laguerre, Responsible Manager</u>			
Teresa Ryland	Financial and business services for Measure G	7/1/09 – 12/31/09	Not to exceed \$ 20,000.00 \$ 130.00 hour
Teresa Ryland	Financial and business services assistance	7/1/09 – 12/31/09	Not to exceed \$ 30,000.00 \$ 130.00 hour

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR
Governing Board Meeting
September 23, 2009
Page 3

Independent Contractors

<u>Name</u>	<u>Service</u>	<u>Dates of Contract</u>	<u>Amount</u>
	Student Development		
	<u>Shirley Lewis, Responsible Manager</u>		
Earl Wylie	Facilitate and assist in the operation of the Tech Prep project for the 2009-10 academic year.	9/24/09 – 6/30/10	\$ 4,000.00

GRATUITOUS SERVICE

<u>Name</u>	<u>Assignment</u>	<u>Division/Department</u>
Cindy Apaka	Parent Advisory Club member	Children's Programs
Sherry Clark	Assist Women's Softball Coach	PE/Athletics
Susan DeHaven	Assist Instructor	Art Department
Rahil Ghiasvand	Tutoring MESA students	Math/Science/MESA
Christopher Harris	Math Tutor (MAC Lab)	Math/Science Division
JoJay Jackson	Assist Men's Basketball Coach	PE/Athletics
Latvia Jackson	Set assembly, painting	Theater
Ernest Kimme	Tutor	Math Activities Center
Wendy Robinette	Assist in skills lab	Health Occupations
Kimberly Rosario	Tutor	Math Activities Center
Jared Wessel	Assist theater staff with sets/lighting	Theater/Fine & Applied Arts

RESIGNATION

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
David Redfield	Dean, Math/Science Division	October 7, 2009

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

TO: Members of the Governing Board

SUBJECT: WARRANT LISTINGS

REQUESTED ACTION: APPROVAL

SUMMARY:

It is recommended that the following warrants be approved:

08/21/09	Vendor Payment	11014170-11014185	\$128,585.83
08/27/09	Vendor Payment	11014186-11014262	\$180,103.61
08/28/09	Vendor Payment	11014263-11014301	\$120,671.35
09/01/09	Vendor Payment	11014302-11014303	\$ 809.92
09/04/09	Vendor Payment	11014304-11014361	\$597,231.63
09/04/09	Vendor Payment	11014362-11014378	\$814,152.70
09/08/09	Vendor Payment	11014379-11014381	\$ 593.28

Copies of the Warrant Listings are available at the Board Meeting and at the following locations: Office of the Superintendent/President, Office of the Vice President of Administrative & Business Services, and Library.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Susan Rinne
Interim Director, Fiscal Services

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7000, ext. 4462


TELEPHONE NUMBER

Administrative & Business Services

ORGANIZATION

September 11, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

September 11, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CHANGE ORDER NO. 6 TO ROEBBELEN
CONTRACTING, INC., CONSTRUCTION OF THE
VACAVILLE CAMPUS – NEW CLASSROOM BUILDING

REQUESTED ACTION: APPROVE CHANGE ORDER

SUMMARY:

Board approval is requested for Change Order No. 6 to Roebbelen Contracting, Inc.'s base contract for the Vacaville Campus - New Classroom Building. Revised contract amount is as follows:

Contract Award Amount	\$	14,059,000.00	
Prior Change Orders	\$	225,132.00	
Change Order No. 6	\$	67,231.00	
Total Change Orders	\$	292,363.00	2.08% of Contract Award Amount
Revised Contract Amount	\$	14,351,363.00	

Staff will be at the meeting to answer any questions from the Governing Board.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

David V. Froehlich
Director of Facilities

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

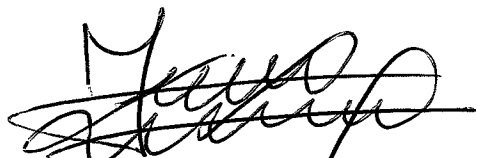
ADDRESS

(707) 864-7176

TELEPHONE NUMBER

Facilities
ORGANIZATION

September 11, 2009
DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT



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

September 11, 2009
DATE APPROVED BY
SUPERINTENDENT/PRESIDENT

9/23/09 ROEBBELEN CONTRACTING, INC. - VACAVILLE CAMPUS

PCO	Description	Negotiated Amount	Reason	CO
053	PG&E's review of the Contract Drawings resulted in numerous changes to the project electrical design. These changes include additional conduits, a revised conduit route, and boring under North Village Parkway (to comply with the City of Vacaville's requirements).	\$ 30,537.00	Agency Requirement	6
061	The Contractor was directed, via a Request for Information (RFI) response, to connect a rain water leader on the east side of the building to the storm drain. The Contract Drawings did not indicate the storm drain connecting to a rain water leader.	\$ 672.00	Error/Omission	6
059	The Contract Drawings indicate stair treads on only the first and last stairs of the exterior staircases. Per the Inspector of Record and Architect of Record, stair treads are required at all exterior stairs.	\$ 1,277.00	Error/Omission	6
070	During the installation of the Non-Potable Water connection at North Village Parkway, Solano Irrigation District (SID) required modifications to the project design. The Contractor was directed to install per SID's requirements.	\$ 3,355.00	Agency Requirement	6
008	The Contractor was directed, via a RFI response, to install 3/4" conduit from the Fan Coil/AC unit to the second floor Building Management System (BMS). The 3/4" conduit is necessary for the system to function; however, was not indicated on the Contract Drawings.	\$ 10,383.00	Error/Omission	6
034R	The Contract Drawings did not define the Aluminum and Wood Framed Glazing Assembly at the deck above the Lecture Hall. A design team-issued RFI response confirmed it is a glulam window assembly, and provided additional details. The Contractor was directed to install the glulam window assembly, and provide a credit for the assembly assumed in its bid. After the credit, this is the net additional amount.	\$ 21,007.00	Error/Omission	6
TOTAL		\$ 67,231.00		

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

TO: Members of the Governing Board

**SUBJECT: DISTRICT CONTRACT WITH HEALTH BENEFITS
CONSULTANT FOR 2009-10**

REQUESTED ACTION: APPROVAL

SUMMARY:

The District is requesting approval to renew the personal services contract for Rich Consultants, Inc. to provide advice and assistance to the College with the District employee's health benefits plans. Rich Consultants, Inc., who has been providing such services to the District since 2004, will perform the following services, including but not limited to:

- Provide advice to the District through a complete benefit and cost analysis and any other ancillary benefits.
- Negotiate with each insurance carrier for costs.
- Attend meetings, as necessary, with the District and employee Health Benefits Committee to provide information concerning health benefits and health care issues.
- Prepare and submit to the College, prior to the end of each fiscal year, annual Cost Benefit summaries for current, as well as projected, costs for all benefit plans offered and paid for by the College.

The personal services contract is for a total amount not to exceed \$25,000 at an hourly rate of \$200 and effective for the period July 1, 2009 through June 30, 2010. A copy of the contract is attached for the Board's information.

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

Trudy Largent, J.D.
Interim Director of Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

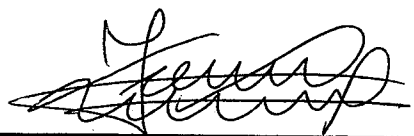
ADDRESS

(707) 864-7122

TELEPHONE NUMBER

Administration
ORGANIZATION

September 11, 2009
**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

September 11, 2009
**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

Rich Consultants, Inc.

1735 E. BAYSHORE ROAD #3B
REDWOOD CITY, CALIFORNIA 94063
(650) 369-7126 • FAX (650) 369-4191
tomrich@richconsultants.net
legates@richconsultants.net

LICENSE NO. 0372324

RECEIVED

2009 SEP -2 A 11: 47

SUPERINTENDENT
PRESIDENT
SOLANO COMMUNITY
COLLEGE

August 31, 2009

Mr. Jowel C. Laguerre, Ph.D.
Superintendent/President
Solano Community College
4000 Suisun Valley Road
Fairfield, CA 94534-3197

RE: Rich Consultants, Inc. Consulting Agreement

Dear Dr. Laguerre,

It has come to my attention through my conversations with Trudy Largent that the Board did not approve my consulting agreement at the July 2009 Board Meeting. The contract was previously signed by Dr. Christensen and at that time Dr. Christensen was advised that my hourly rate was increasing from \$200 per hour to \$225 per hour and that the cap of \$25,000 that has existed since 2006 would remain at the same level.

I have been reading the minutes from the August Board Meeting where my contract was questioned by Mr. Grube regarding my hourly rate.

Due to my hourly rate increasing and the economic times of uncertainty with all employers, especially schools, and my long term relationship with Solano I am agreeing to keep my hourly rate at \$200 per hour this fiscal year, however my cap will remain at \$25,000.

I would like to advise you and the Board as I have already advised Trudy, that based on the work in progress and my previous history of documented time for the last three years, there is a great possibility that the \$25,000 cap will be exceeded in the next twelve months. One of the explanations that I have regarding this statement is that in the last fiscal year my activity was strictly negotiation with the insurance carriers in order to reduce and protect the overall costs the District was spending on their benefits budget.

The previous year when I was greatly involved in the negotiations and attended many Union meetings my hours were greatly enhanced from the previous year, however I was only billing the District \$175 per hour which was my hourly billing rate that had never been increased from the inception of my original consulting agreement back from 2004.

I look to you and the Board to reach an agreement regarding my current contract and to understand the potential for the cap being exceeded in this current year due to the high level of travelling, meetings and negotiations with the Health Committee.

I also look forward to a long term working relationship with you and the District and would be glad to sit down with you if you have any further questions regarding any information or background that I may provide to you in respect to this letter.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom R. Rich". The signature is written in a cursive style with a large, prominent initial "T".

Tom R. Rich
President

C: Trudy Largent

SOLANO COMMUNITY COLLEGE DISTRICT

Rich Consultants, Inc. Billing Log by Fiscal Year:

July 1, 2008 – June 30, 2009

July – September 2008
8.75 Hours

October 2008
9.25 Hours

November 2008
5.0 Hours

December 2008
1.50 Hours

January – March 2009
14.25 Hours

April 2009
22.0 Hours

May 2009
7.75 Hours

June 2009
10.0 Hours

TOTAL HOURS: 78.50 Hours @ \$200 per Hour = \$15,700

SOLANO COMMUNITY COLLEGE DISTRICT

Rich Consultants, Inc. Billing Log by Fiscal Year:

July 1, 2007 – June 30, 2008

July – December 2007

13.25 Hours

January - February 2008

18.75 Hours

March 2008

6.25

April 2008

15.75 Hours

May 2008

30.50 Hours

June 2008

5.75 Hours

TOTAL HOURS: 90.25 Hours @ \$175 per Hour = \$15,837.50

SOLANO COMMUNITY COLLEGE DISTRICT

Rich Consultants, Inc. Billing Log by Fiscal Year:

July 1, 2006 – June 30, 2007

July - August 2006
7.25 Hours

September - November 2006
11.50 Hours

December 2006 - January 2007
9.25

February 2007
25.0 Hours

March - May 2007
20.25 Hours

June 2007
4.25 Hours

TOTAL HOURS: 77.50 Hours @ \$175 per Hour = \$13,562.50

**SERVICE AGREEMENT
BETWEEN
SOLANO COMMUNITY COLLEGE
AND
RICH CONSULTANTS, INC.**

This agreement is between Solano Community College, hereinafter referred to as "The College" and Rich Consultants, Inc., hereinafter referred to as "Contractor."

RECITALS

The College is a community college in the county of Solano, State of California, and has its principal place of business at 4000 Suisun Valley Road, Fairfield, CA 94534.

The College desires to engage the services of Contractor and to have said Contractor render services on terms and conditions provided in this Agreement.

California Government Code, Section 53060, authorizes a school to contract with and employ any persons for the furnishing to the College of special services and advice in financial, economic, and administrative matters if such persons are specially trained and experienced and competent to perform the special services required. Said section further authorizes the College to pay from any available funds such compensation as it deems proper for the services rendered.

The College has need of a Health Benefits Consultant to provide advice and assistance to the College.

Contractor is an independent contractor and has its principal place of business at 1735 East Bayshore Road, Suite 3B, Redwood City, CA 94063.

Contractor, Tom Rich, President of Rich Consultants, Inc. has demonstrated the training, experience, and competency needed by the College.

Therefore, the College hereby engages the services of Tom Rich through this Agreement with Contractor, and in consideration of the mutual promises contained herein, the parties agree as follows:

1. **Term** -- This Agreement shall commence on July 1, 2009, and shall continue until June 30, 2010.
2. **Termination** -- This Agreement may be terminated by College, at its sole discretion, upon sixty-day advance written notice thereof to the Contractor, or cancelled by written mutual consent.
3. **Independent Contractor** -- This Agreement is by and between

the College and an independent contractor and nothing in this Agreement is intended to and shall not be construed to create or establish the relationship of employer and employee, agent, servant, partnership, joint venture, or association between the College and Contractor or any employee or agent of Contractor.

a. The College understands and agrees that Contractor is engaged in an independent business and the College shall have no right to direct or control in any way or to any degree the manner of Contractor's performance hereunder. As an independent contractor, Contractor will be solely responsible for determining the means and methods for performing the services described herein. Contractor understands that it is not authorized and shall not make any agreement, contract or representation on behalf of the College or create any obligation, express or implied, on the part of the College.

b. Contractor shall be solely responsible for deducting all federal, state and local income taxes, FICA and other charges, if any, to be deducted from the compensation of Contractor's employees. The College will make no State or Federal unemployment insurance or disability insurance contributions on behalf of the Contractor and/or its employees. It shall be the sole responsibility of Contractor to account for all of the above, and Contractor agrees to hold the College harmless from all liability for these taxes.

c. Each and every person providing services to the College on behalf of Contractor under this Agreement shall, at all times, remain an employee of Contractor. Contractor's employees shall not, at any time, or in any way, be entitled to sick leave, vacations, retirement, or other fringe benefits from the College, nor shall they be entitled to overtime pay from the College. Neither Contractor nor its employees shall be included in the classified or faculty service, have no property rights to any position, and have none of the rights an employee of the College may otherwise have in the event of termination of this Agreement.

d. Consultant agrees to comply fully with all provisions of all applicable workers' compensation insurance laws, and shall procure and maintain in full force and affect worker's compensation insurance covering its partners, employees and agents while said persons are performing services pursuant to this Agreement. In the event that an employee of Consultant performing this Agreement files a worker's compensation claim against the College, Consultant agrees to defend and hold the College harmless from such claim.

4. **Services** -- Contractor shall perform the following services:

- a. Provide advice to the College concerning Health Benefits Plans through a complete benefit and cost analysis, and any other ancillary benefits that the College requests advice and consultation. Negotiate with each insurance carrier for costs in the best interest of the College.
 - b. Actively pursue benefit plans for the College employees and their dependents and provide the College actuarial pricing of proposed benefit changes for the negotiations.
 - c. When requested, actively pursue renewal negotiations of current contracts for the College's Health Benefits Plan and any other ancillary benefits, which shall be approved by the College.
 - d. When requested, attend meetings and provide information and advice to the College, including submitting advance written information for inclusion in the meeting agenda packet.
 - e. When requested, attend negotiation meetings between the College and its exclusive bargaining units to provide information concerning health benefits and health care issues.
 - f. Respond, in writing, to questions from the College's Governing Board, Superintendent-President, Vice President of Administrative and Business Services, and the Director of Human Resources.
 - g. Prepare and submit to the College, prior to the end of each fiscal year, annual Cost Benefit summaries for current, as well as projected, costs for all benefit plans offered and paid for by the College.
 - h. When requested, arrange for any actuarial work specified by the College, which will be approved and paid for by the College.
5. **Use of Agents and Assistants** -- To the extent necessary to enable Contractor to perform his duties hereunder, Contractor shall engage the services of any agent or assistant which he may deem proper, and he may further employ, engage, or retain the services of such other persons deemed necessary to aid and assist him in the proper performance of his duties, other than stated in 4.h. above. Contractor shall pay the cost of such agents and assistants, and any expenses incurred by Contractor engaging in such agents or Contractor shall pay for assistants. It is agreed that any consultant, agent or assistant will explicitly not be employed by the College.

6. **Equipment and Facilities** -- The College will provide Contractor with access to all needed records and information necessary for him to render his services pursuant to this Agreement.
7. **Fee** -- For the services rendered pursuant to this Agreement, Contractor shall be entitled to the following compensation, paid as follows: \$200 per hour, paid following monthly itemized invoicing by Contractor, Compensation will not exceed \$25,000.00 during the period of this Agreement unless additional compensation is approved by the District.
8. **Devotion of Time** -- Contractor shall devote such time and energy to the performance of his duties under this Agreement as is necessary for a satisfactory performance.
9. **Restriction of Contractor** -- Tom Rich and Rich Consultants, Inc. will not accept payment from any health or administrative provider who has entered into an agreement with the College, including payments to Rich Consultants, Inc. based upon such factors as the overall book of business placed by Rich Consultants, Inc., the performance of that book or the aggregate commissions paid for that book. In no case will this paragraph be interpreted to permit the payment of commissions in this agreement.
10. **Expense** -- Contractor shall be responsible for his own expenses while providing the services called for in this Agreement.
11. **Hold Harmless** --
 - (a) The College shall defend, save harmless and indemnify the Contractor and its officers, agents and employees from all liabilities and claims for damages for death, sickness or injury to persons or property, including, without limitation, all consequential damages from any cause whatsoever arising from or connected with the operations or the services of the College hereunder, resulting from the conduct, negligent or otherwise, of the College, its agents or employees.

Contractor shall defend, save harmless and indemnify the District and its officers, agents and employees from all liabilities and claims for damages for death, sickness or injury to persons or property, including, without limitation, all consequential damages from any cause whatsoever arising from or connected with the operations or the services of the Contractor hereunder, resulting from the conduct, negligent or otherwise, of the Contractor, its agents or employees.

(b) Neither party shall have any liability for any failure or delay in performance of its obligation under this Agreement because of circumstances beyond its reasonable control, including and without limitation, acts of God, fires, floods, earthquakes, acts of war or terrorism, civil disturbances, sabotage, accidents, unusually severe weather, government actions, power failures, computer/network viruses, catastrophic hardware failures or attacks on its server. The parties further agree that neither party shall have any liability for direct, special, punitive, consequential or incidental damages, including, without limitation, loss of profits.

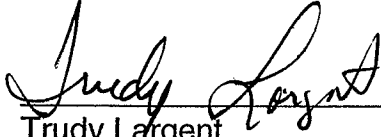
12. **Business License and Permits** -- As an independent contractor, it shall be the sole responsibility of Contractor to obtain any needed business license or permits to conduct business.
13. **Assignment** -- This Agreement is for the personal services to be performed by Tom Rich, and this Agreement shall not be assignable or sublet by any other person or persons, without first obtaining written agreement from the College.
14. **College Right of Retention** -- The College shall become the owner of, and entitled to exclusive possession of all records, documents, graphs, photographs or other reproductions of any kind produced in the scope of services performed under this Agreement and no other uses thereof will be permitted except by permission of the College.
15. **Confidentiality of Information** -- Except as specifically authorized in writing by the College, information and other data developed or acquired by or furnished to Contractor in the performance of this Agreement shall be used only in connection with services provided to the College.
16. **Extension of Time** -- By mutual consent of the parties hereto, the term of service described herein may be extended by reformation of this Agreement and the attachment hereto of an addendum mutually executed setting forth the extended term.
17. **Entire Agreement** -- This agreement contains the entire agreement between the parties hereto, and supersedes any and all other agreements, either oral or in writing, between parties hereto with respect to the subject matter hereto, and no other agreement, statement or promise relating to the subject matter of this Agreement which is not contained herein shall be valid or binding. Except as otherwise provided by this Agreement, no supplement, modification, waiver or termination of this Agreement shall be

binding unless executed in writing by the parties to be bound thereby.

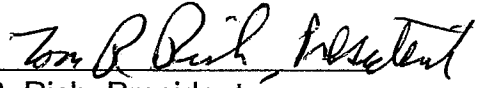
18. **Successors and Assigns** -- Subject to provisions regarding assignment, this Agreement shall be binding on the heirs, executors, administrators, successors and assigns of the representative parties.
19. **Attorney's Fees** -- If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees in addition to any other relief to which it may be entitled.
20. **Severability** -- In the event that any provision of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, no other provision of this Agreement will be affected by such holding, and all of the remaining provisions of this Agreement will continue in full force and effect.
21. **Waiver** -- A waiver of any breach or any of the covenants, terms or provisions of this Agreement shall not be construed as a waiver of any subsequent breach of the same or any other covenant, term or provision.
22. **Headings** -- The section headings of this Agreement are for convenience of reference only and shall not be used to interpret this Agreement in any manner.
23. **Jurisdiction** -- This Agreement shall be governed by and construed in accordance with the laws of the State of California.
24. **No Third Party Beneficiary** -- Nothing in this Agreement shall be construed to create any duty to, any standard of care with reference to, or any liability to anyone other than the Parties to this Agreement. No one is an intended third-party beneficiary of this Agreement.
25. **Counterparts** -- This Agreement may be executed in any number of counterpart copies, all of which shall constitute one and the same Agreement and each of which shall constitute an original.

SOLANO COMMUNITY COLLEGE

RICH CONSULTANTS, INC.
Tax ID No. 20-5062029



Trudy Largent,
Interim Director of Human Resources
Solano Community College



Tom R. Rich, President
Lic. 0372324

9/2/09
Date

8/31/09
Date

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

TO: Members of the Governing Board
SUBJECT: DATA CENTER CONSULTING SERVICES
REQUESTED ACTION: APPROVAL

SUMMARY:

Board approval is requested for PlanNet Consulting to conduct an assessment of Solano Community College District's existing data center facilities and provide recommendations for improving disaster recovery and business continuity, including backup power and a possible alternate data center site at Vacaville. This project is to be funded through Measure G as part of the remodel of Building 100.

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

Jay Field, Vice President

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

ADDRESS

(707) 864-7250

TELEPHONE NUMBER

Technology & Learning Resources

ORGANIZATION

September 11, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

September 11, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

SENT VIA EMAIL

April 23, 2009

Mr. Jay Field
Solano Community College District
4000 Suisun Valley Road
Fairfield, CA 94534

Re: Proposal for Data Center Consulting Services

Dear Jay:

PlanNet Consulting is pleased to submit this proposal to provide data center consulting services to Solano Community College District.

PROJECT BACKGROUND

PlanNet Consulting's understanding of the project is as follows:

- Solano Community College District (SCCD) has experienced intermittent power outages in its main data center in Fairfield that were the result of faulty high voltage lines that have recently been remediated
- The data center supports administrative and academic computing services encompassing <50 servers
- Servers are currently backed up by rack-mount UPS systems (no central UPS)
- SCCD is planning to add standby generator capability to the Fairfield data center to sustain operations during an extended power outage
- There is no current DR failover capability in the event of a facility outage
- Although no BC/DR plan is formally articulated, the district's DR capability should be addressed as part of an overall data center assessment

SCOPE OF WORK

1. Data Center Assessment

- 1.1. PlanNet Consulting will conduct an assessment of SCCD's existing data center facilities and operations. In conducting this assessment, PlanNet will perform the following tasks:
 - 1.1.1. Interview facilities and IT stakeholders to understand issues and deficiencies with the current environment
 - 1.1.2. Interview IT stakeholders to understand IT systems, support, operations, and BC/DR posture
 - 1.1.3. Tour the Fairfield data center to make observations and notes relative to infrastructure
 - 1.1.4. Tour the Vacaville MDF facility to determine suitability as a backup site

- 1.1.5. Obtain and review as-built drawings for the existing data center location including utility site plans as appropriate
 - 1.1.6. Analyze remediation alternatives for the Fairfield data center including electrical service, UPS, generator, and cooling solutions
 - 1.1.7. Review alternatives for BC/DR in the context of improving overall data center reliability
 - 1.1.8. Prepare and present a summary report with alternatives, costs and recommendations
- 1.2. At the conclusion of the assessment, PlanNet will provide a proposal to support the actionable recommendations such as preparing designs, RFPs, etc.

PROFESSIONAL FEES

PlanNet Consulting will conduct this project for the fixed fee of \$12,000.

Reimbursable Expenses

PlanNet Consulting will invoice expenses such as travel, lodging, mileage, parking, postage, copying and printing.

Billing

Billing against the final contract amount will be invoiced monthly on a percent-completed basis.

ASSUMPTIONS

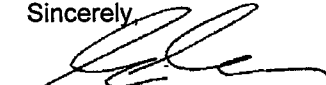
The following assumptions are material to PlanNet's fees. Any changes to the project scope or assumptions upon which this proposal is based may require additional fees.

1. PlanNet can commence work within two weeks of authorization to proceed.
2. The facility assessment is limited to the Fairfield data center in terms of specific recommendations pertaining to facility upgrades
3. The scope does not include formal Business Impact Analysis activities or the development of Business Continuity/Disaster Recovery plans, but will address options and best practices relative to improving reliability of the data center operation
4. SCCD will provide information material to the study on a timely basis. PlanNet shall provide SCCD with appropriate notification when critical information, resources, or other items are unavailable when such items put the successful completion of the work described at risk. SCCD shall work with PlanNet to resolve such issues as expediently as is possible.
5. Travel is assumed as follows; one trip for two consultants during data gathering and one trip for one consultant for report presentation
6. The duration of the project is estimated to be 2 – 4 weeks

ACCEPTANCE

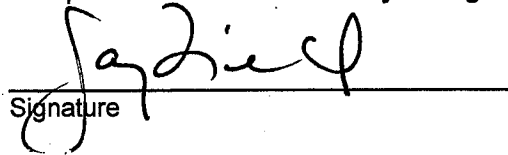
If you are in agreement with this proposal, please indicate your acceptance by signing in the space provided below. We appreciate the opportunity and look forward to potentially working with you and SCCD.

Sincerely,



Steve Miano
Managing Principal

Accepted for Solano Community College District


Signature

Jay Field, Vice President
Technology & Learning Resources
Name/Title

September 10, 2009
Date

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: REVISED CLASS SPECIFICATIONS FOR POSITION IN
THE ADMINISTRATIVE LEADERSHIP GROUP –
DIRECTOR OF FISCAL SERVICES

REQUESTED ACTION: INFORMATION

SUMMARY:

The attached position description for the Director of Fiscal Services has been revised to meet the needs of the District. The position is placed on Range 46 of the Administrative Leadership Group salary schedule.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Trudy Largent, J.D.
Interim Director of Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7122

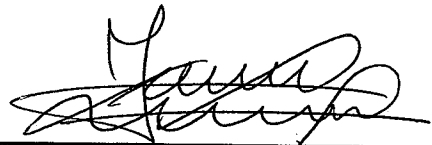
TELEPHONE NUMBER

Administration

ORGANIZATION

September 11, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

September 11, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: DIRECTOR - FISCAL SERVICES

BASIC FUNCTION:

Under the direction of the Vice President of Administrative and Business Services, plan, organize, coordinate and direct the District's fiscal services including budgeting, accounting, payroll, cashiering and fiduciary accounting; provide technical expertise and guidance to College administrators concerning budget, accounting and financial matters; train, supervise and evaluate the performance of assigned personnel.

REPRESENTATIVE DUTIES:

Supervise the District account, payroll, cashiering, and special funding operations.

Maintain a record of all appropriation balances.

Supervise the maintenance of records of expenditures and income for all funds of the District.

Ensure that financial record keeping is performed in accordance with federal, state, county, and District requirements and procedures.

Prepare monthly reconciliations between District records and the records of the County Superintendent's of Schools office; prepare periodic financial statements and reports involving statistical research and analytical studies.

Compile the necessary information and prepare monthly, quarterly, and annual reports for all federal and state agencies and District projects; prepare the California Community College Annual Financial and Budget report.

Assist the Vice President, Administrative & Business Services preparing District Budget and maintain budgetary controls for the general fund and other funds of the District.

Establish procedures for financial record retention and destruction.

Maintain positive working relationships with other departments on campus.

~~Direct the District's fiscal operations including budgeting, payroll, cashiering, accounting, reporting and auditing the use of public funds.~~

Develop and prepare tentative, publication and adoption budgets for all District funds pursuant to priorities assigned and authority provided through the District's budgetary decision making process. This includes the District's General Fund, Capital Projects Fund,

Measure G, General Obligation Bond Fund, Self-Insurance Fund, Health Benefits Trust Fund, Bookstore Fund and all other District funds.

~~Design and administer budgetary control systems, procedures, and transactions.~~

~~Perform professional level accounting duties and serve as the District's primary advisor on technical accounting issues; analyze, evaluate and make recommendations concerning sources and amounts of revenue, expenditures and the District's financial position. Serve as consultant to a variety of District personnel on fiscal and accounting matters.~~

~~Prepare, verify, authorize and distribute warrants, vouchers and other documents; maintain and reconcile general ledger accounts; prepare trial balances and year-end closings.~~

~~Prepare, review and submit a variety of financial statements, records and reports for distribution to County, State and federal agencies and offices; prepare financial reports for review by the Vice President of Administrative and Business Services prior to submitting for Governing Board approval.~~

~~Supervise and evaluate the performance of fiscal operations staff in accordance with District guidelines and collective bargaining contract; provide technical direction and guidance; select and train personnel; make transfer, promotion and salary recommendations.~~

~~Assist staff in developing solutions to technical problems and with accounting procedural questions; review staff work for accuracy and compliance with District policies; plan, organize and coordinate staff assignments for maximum effectiveness and productivity.~~

~~Review, interpret and implement federal, State, District and local laws, codes and regulations; assist independent auditors and respond to the annual audit report of findings, comments and recommendations.~~

~~Participate in the development and enhancement of automated accounting systems; confer with data processing personnel regarding the maintenance, repair and enhancement of automated records systems and programs; provide input to long range software planning decisions; maintain current knowledge of hardware and software capabilities.~~

~~Perform related duties as assigned.~~

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

~~Affirmative Action/Equal Opportunity policy and practices that lead to increased understanding of, sensitivity to, and respect for diverse cultural groups, women and the disabled.~~

Evidence of sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college staff and

students.

- Accounting and auditing principles, practices and procedures.
- Generally accepted accounting principles.
- Principles, practices and terminology used in community college fiscal procedures.
- Preparation of financial statements and comprehensive accounting reports.
- Laws, regulations and policies governing fiscal requirements of various State and federal agencies.
- Computer applications to accounting and auditing functions.
- Principles and practices of administration, supervision and training.
- District organization, operations, policies and objectives.
- Applicable sections of the State Education Code and other applicable laws.
- Technical aspects of field of specialty.
- Budget preparation and control.

ABILITY TO:

Work within complex, integrated Enterprise Resource Planning (ERP) systems.

- Plan, organize and implement District accounting and budgeting functions.
- Analyze financial data and prepare accounting statements in accordance with generally accepted accounting principles.
- Prepare and analyze comprehensive accounting reports.
- Utilize accounting and auditing practices and terminology applicable to public sector accounting.

- Understand the importance of technology as it relates to all areas of the institution, as well as personal expertise and comfort in using technology in support of management responsibilities.
- Analyze financial data and prepare reports, forecasts and recommendations.
- Read, interpret, apply and explain rules, regulations, policies and procedures.
- Establish and maintain cooperative and effective working relationships with others.
- Analyze situations accurately and adopt an effective course of action.
- Train, supervise and evaluate personnel.
- Demonstrate interpersonal skills using tact, patience and courtesy.
- Assign and review the work of others.
- Meet schedules and time lines.
- Plan and organize work.
- Work confidentially with discretion.
- Perform mathematical operations quickly and accurately.
- Communicate effectively both orally and in writing.

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE: Any combination of education and experience equivalent to a Bachelor's degree in ***Accounting, Business Administration*** or a business- a related field.

EXPERIENCE: ~~and three~~ ***At least three*** years increasingly responsible professional level

experience in an ~~computerized accounting department of a public~~ *the area of accounting, business administration or related field.* ~~agency including one year in a lead or supervisory capacity.~~

~~CERTIFICATES, LICENSES, REGISTRATION:~~

~~—— Possession of a CPA license.~~

Preferred Qualifications:

Experience in or knowledge of community college business operation.

Leadership experience in an educational setting; supervisory experience.

zg:Dir, Fis.Svs
Board approval 10/16/91
Revised: 4/21/99

TL/zg: 9/1/09 9/3/09 Revised:

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

TO: Members of the Governing Board

**SUBJECT: NEW CLASS SPECIFICATIONS FOR A POSITION IN THE
CSEA, CHAPTER #211 BARGAINING UNIT –
BOND ACCOUNTANT (CONTINGENT UPON MEASURE G
FUNDING)**

REQUESTED ACTION: INFORMATION

SUMMARY:

The attached position description for the Bond Accountant (Contingent Upon Measure G Funding) which has been established to meet the needs of the District. The position will be placed on Range 14 of the CSEA, Chapter #211 salary schedule.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Trudy Largent, J.D.
Interim Director of Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

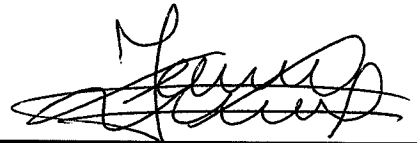
ADDRESS

(707) 864-7122

TELEPHONE NUMBER

Administration
ORGANIZATION

September 11, 2009
**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

September 11, 2009
**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
CLASS SPECIFICATION

CLASS TITLE: Bond Accountant (Contingent Upon Measure G Funding)

BASIC FUNCTION: Under direction of the Director, Fiscal Services, perform complex and responsible general ledger, accounting and budget verification duties in assigned areas; maintain and reconcile various funds and accounts; assure the timely preparation and distribution of financial and statistical records and reports for assigned area; train and provide work direction to student workers and other personnel as assigned.

REPRESENTATIVE DUTIES:

Essential duties and responsibilities include the following. Other job-related duties may be assigned.

Establish and maintain accounting and fiscal records for all special programs and grants; monitor program expenditures and income; provide technical and financial information for project applications; assist with program compliance requirements; communicate with program managers, staff personnel, and government agencies regarding program fiscal matters; assist in the development of program budgets; maintain resource collection of project guidelines, regulations, and procedures; complete financial research in response to inquiries from program managers; advise program managers of any needed budget revisions; prepare reimbursement claims for categorical programs, including construction projects.

Assists the Director with the District's bond financial activities and operations; ensures all arbitrage calculations are in conformance with federal and state guidelines, provides necessary documentation, expertise, guidance and assistance to staff, senior management, other District personnel on bond proceeds needs and issuances.

Work within complex, integrated Enterprise Resource Planning (ERP) systems.

Coordinate with administrators in the development and control of various accounts; interact with administrators, governmental agencies and others in an independent manner to research, analyze and solve complex accounting issues.

Reconcile the Bond accounts manually and using computer equipment.

Verify budget to purchase items and verify budget for direct pay/pay voucher requests. When necessary submit requests for warrant processing. Ensure that appropriate budget manager approves each request and that the appropriate account code is utilized.

Prepare records and reports including financial statements, reimbursement claims and reconciliations.

Perform annual accounting duties in the development, structure and control of the budgets and fiscal closing activities for various funds.

Perform a variety of year-end general ledger closing activities; analyze financial data and prepare financial reports as needed.

Research, analyze and interpret laws, regulations and contracts to assure the District's legal compliance; coordinate, oversee and participate in revising policies, procedures and practices to correct non-compliance.

Communicate with District staff and administrators, vendors, financial institutions and others to represent the District in the exchange of information, correction of discrepancies and resolution of accounting compliance issues.

Prepare, review and assure the accuracy of records, reports, lists and summaries related to assigned accounting function.

Research, investigate and use independent judgment to resolve problems related to incomplete or incorrect financial data; resolve discrepancies, obtain required authorizations and assure accurate recording of financial transactions.

Train and provide work direction to student assistants and other personnel as assigned.

Coordinate, oversee and participate in software conversions, including testing and technical problem solving; identify software problems and work with the District's Computer Services department and the software support company to correct problems.

Respond to requests from independent auditors; provide information and assistance as requested.

Secondary Functions:

Work within complex, integrated Enterprise Resource Planning (ERP) systems.

Retrieve documents and information from remote storage locations or other document retention processes.

Perform job-related duties as assigned.

MINIMUM QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND EXPERIENCE: Two years of college with major course work in accounting and three years of increasingly responsible computerized financial recordkeeping experience involving public contact and demonstrated experience in word processing, spreadsheet and database management software or any combination of training, experience and/or education that provides the required knowledge, skills, and abilities.

LANGUAGE SKILLS:

Ability to read, analyze, and interpret general business periodicals, journals, technical procedures, or governmental regulations.

Ability to read, interpret, apply and explain fiscal policies, procedures, rules and regulations.

Ability to write complex reports and correspondence using correct English usage, grammar, spelling, punctuation and vocabulary.

Ability to effectively present technical information in person or on the telephone to students, staff or the public.

MATHEMATICAL SKILLS:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

Make arithmetic calculations quickly and accurately.

Identify and correct numerical discrepancies.

REASONING ABILITY:

Ability to solve complex and technical problems and deal with a variety of individuals and variables in non-standard situations.

Ability to apply technical knowledge to the interpretation of a variety of instructions furnished in written, oral, diagram, or schedule form.

Ability to learn quickly and apply specific rules, policies and procedures of the program and function to which assigned.

Ability to exercise good judgment and discretion in handling confidential and sensitive matters.

CERTIFICATES, LICENSES, REGISTRATION:

None are required for this classification.

OTHER SKILLS AND ABILITIES:

Demonstrate knowledge of:

Fund accounting and generally accepted accounting principles.

Financial and statistical recordkeeping techniques.

District organization, operations, policies and objectives.

Modern office practices and procedures.

Perform complex and difficult accounting duties.

Plan and organize work to meet multiple demanding schedules and timelines.

Train and provide work direction to others.

Operate microcomputers, peripheral equipment and software.

Use word processing and spreadsheet software to develop spreadsheets, letters, forms and reports.

Operate office equipment including printers, copier, calculator and facsimile machine.

Work effectively with varied and multiple schedules and timelines.

Establish and maintain effective and cooperative working relationships with others.

Demonstrate a sensitivity to relate to persons with diverse socio-economic, cultural, and ethnic backgrounds, including the disabled.

Work independently with minimal supervision.

Perform assigned work with speed and accuracy.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties outlined in this classification, employees in this classification are regularly required to sit for long periods of time, use hands and fingers to operate an electronic keyboard or other office machines, reach with hands and arms, speak clearly and distinctly to answer telephones and to provide information; and hear and understand voices over telephone and in person. An employee in this classification routinely performs work duties and attends work-related meetings at other campus locations.

Employees assigned to this classification must regularly lift, carry and/or move objects weighing up to 25 pounds.

Specific vision abilities required for positions assigned to this classification include close vision (clear vision at 20 inches or less), color vision (ability to identify and distinguish colors), ability to adjust focus (ability to adjust the eye to bring an object into sharp focus).

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Accounting Specialist II (General
Bond Accountant (Contingent Upon Measure G Funding) - Continued**

Page 5

The work assigned to this classification is typically performed in an office environment. While performing the duties of this classification, the employee must be able to handle difficult people in a tactful and professional manner. The employee in this classification handles and transports cash, coin and signed and unsigned checks and must exercise sound judgment. The work environment is usually quiet but is sometimes moderately noisy.

TL/zg: 8/21/09-9/3/09

Board approved: 6/15/05

Revised: _____

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

TO: Members of the Governing Board
**SUBJECT: 1000 SERIES OF BOARD POLICIES, POLICY NO. 1070 –
BOARD SELF-EVALUATION (REVISED)**

REQUESTED ACTION: INFORMATION

SUMMARY:

At the Board Retreat held August 10, 2009, the Board of Trustees discussed the need to revise the existing Board Policy 1070, Board Self-Evaluation.

Board Policy No. 1070, Board Self-Evaluation, (Revised) will return to the Board for approval at the October 7, 2009, Board meeting.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

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

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7112

TELEPHONE NUMBER

Administration

ORGANIZATION

September 11, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

September 11, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT

BOARD SELF-EVALUATION

1070

POLICY:

The Board is committed to assessing its own performance as a Board in order to identify its strengths and areas in which it may improve its functioning. To that end, the Board has established the following processes:

1. Once a year, at the Annual Board Retreat, the Board will conduct a self-evaluation.
2. The evaluation instrument incorporates criteria contained in these Board policies regarding Board operations, as well as criteria defining Board effectiveness promulgated by recognized practitioners in the field.
3. Board members will be asked to complete the evaluation instrument and submit them to the Secretary of the Board prior to the Retreat.
4. A summary of the evaluations will be presented and discussed at the Board Retreat session scheduled for that purpose.
5. The result will be used to identify accomplishments in the past year and goals for the following year.

~~The Governing Board shall conduct a self-evaluation, at least annually. The self-evaluation will review the Board's roles and responsibilities and assess the overall effectiveness of the Board in performing these functions.~~

JCL:js

REFERENCES/
AUTHORITY:

Accreditation Standard

ADOPTED:

October 6, 1993

REVISED:

June 6, 2007
XXXXXXX

BP1070

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

TO: Members of the Governing Board
**SUBJECT: 2000 SERIES OF BOARD POLICIES, POLICY NO. 2035 –
EVALUATION OF SUPERINTENDENT/PRESIDENT
ADMINISTRATIVE PROCEDURE (NEW)**

REQUESTED ACTION: INFORMATION

SUMMARY:

At the Board Retreat held August 10, 2009, the Board of Trustees discussed the need for an administrative procedure relative to evaluating the Superintendent/President.

Administrative Procedure No. 2035, Evaluation of Superintendent/President, is for informational purposes only.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

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

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7112

TELEPHONE NUMBER

Administration
ORGANIZATION

September 11, 2009
**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

September 11, 2009
**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT

EVALUATION OF SUPERINTENDENT/PRESIDENT

2035

PROCEDURE: A new Superintendent/President shall receive an initial evaluation after serving six months in the position and an annual evaluation every year thereafter. The Board of Trustees, in consultation with the Superintendent/President, shall establish evaluation criteria.

JCL:js

REFERENCES/
AUTHORITY:

Accreditation Standard

Reviewed:

XXXXXXXXXXXX

AP 2035

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: PUBLIC HEARING AND INFORMATION ON THE
2009-10 DISTRICT BUDGETS
REQUESTED ACTION: INFORMATION

SUMMARY:

Pursuant to the authority provided to the Chancellor's Office under Education Code Section 58306, paragraph (b), all districts were granted an extension to the deadline for a governing board of a district to adopt a final budget by October 15 due to the complexity of the recently enacted 2009-10 Revised State Budget Act.

Ms. Susan Rinne, Interim Director, Fiscal Services will present the 2009-10 District budgets for information and discussion at this time. Among the topics to be discussed are the new State re-benching of FTES and its implications to this year's budget and beyond, implications from legislation to categorical funds, and the latest news on the use of dollars from the American Recovery and Reinvestment Act (ARRA). The proposed budget contains the District's response to these revenue reductions. The budget will reflect changes made within the categorical programs budget.

The Board adoption date of the budget is scheduled for the October 7, 2009 Board meeting. Attached is the public information budget.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Susan Rinne
Interim Director, Fiscal Services

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7000, ext. 4462

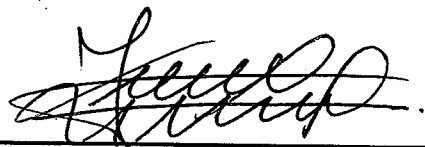
TELEPHONE NUMBER

Administrative & Business Services

ORGANIZATION

September 11, 2009

DATE SUBMITTED TO



JOWEL C. LAGUERRE, Ph.D.

Superintendent/President

September 11, 2009

DATE APPROVED BY
SUPERINTENDENT/PRESIDENT

SOLANO COMMUNITY COLLEGE
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2009/10

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People and Things Spreadsheet 09/10 Version 2

SOLANO COMMUNITY COLLEGE
 BUDGET ASSUMPTIONS FOR 2009/10
 PROPOSED BUDGET ADOPTION
 SEPTEMBER 23, 2009

Solano Community College has made significant expenditure reductions in the 2008/09 and 2009/10 fiscal year. These reductions were shared with the Governing Board, Financial and Budget Advisory Council (FABPAC), Shared Governance, Management, and all bargaining units throughout the budget development process. One of the documents used to share this information is a document called "Summary Budget Savings/Reductions/Revenue Enhancement", more commonly known as the Things and People list (latest version is included in this packet). The District was able to reduce the "things" (supplies, other operating costs, and equipment) budgets in the 2008/09 fiscal year by \$555,142 and \$800,335 in fiscal year 2009/10; along with reductions to salaries and benefits of \$138,574 in 2008/09 and \$1,837,632 in 2009/10. The reorganization that was presented to the board, took effect on July 1, 2009 helped to support these reductions. These reductions totaling \$1,837,632 were made to eliminate the operating deficit the District was facing prior to the 2009/10 State budget reductions.

The 2009/10 proposed budget reflects the District deficit spending by \$853,603. The District took the above action to maintain and strengthen its fiscal stability. The \$853,603 deficit is the direct result of the revenue reductions imposed on Districts due to the shortfall of State revenues.

Full Time Equivalent Students (FTES)

2008/09 Growth will be funded at 2.00%, or 183.70 FTES

2008/09 Base FTES	9,185.02
2008/09 2% Growth	<u>183.70</u>
2008/09 Funded FTES –2009/10 Base FTES	9,368.72

2009/10 Growth will be funded at 0%, as such, no additional FTES will be added to the 2009/10 Base

2009/10 Base FTES	9,313.88
(As certified on P2 certification)	
2009/10 0% Growth	0.00
2009/10 Workload Reduction	<u>-348.56</u>
2009/10 Estimated Funded FTES	8,965.32

2008/09 and 2009/10 base funding rate is \$4,564.83 per FTES.

Deficit Factors

2008/09 Deficit factor due to Property Tax shortfall and State General Apportionment Shortfall is projected to be 1.3%; or a funding rate of 98.7%. In 2008/09 this amount resulted in a loss of \$609,704 to the District.

SOLANO COMMUNITY COLLEGE
BUDGET ASSUMPTIONS FOR 2009/10
PROPOSED BUDGET ADOPTION
SEPTEMBER 23, 2009

2009/10 Deficit factor due to Property Tax shortfall and General Apportionment State shortfall is projected to be 3.39%. For the 2009/10 fiscal year, the State is rebenching the funded FTES for all Community Colleges in the State. Included is a section entitled "2009/10 Workload Adjustment", which will help to clarify the rebenching process. The workload adjustment results in a reduction of State funding of \$1,591,124, or 348.56 FTES for Solano.

Cost of Living Adjustments (COLA)

COLA for 2008/09 and 2009/10 is \$0. The State has not allocated any dollars for COLA.

Property Taxes

2008/09 Property Tax is estimated to be \$10,728,701, a decrease of \$1,614,515 from the original estimate. 2009/10 is estimated to be \$9,752,393, a decrease of \$976,308 from 2008/09 estimation of collections.

Enrollment Fees

Enrollment fees are budgeted at \$26.00 per unit, beginning with the fall 2009 semester. This is an increase from \$20.00 per unit for 2008/09. However the District only benefits by 2% of this increase.

Salary and Benefits

Key 2009/10 Proposed Budget expenditures include:

- All salary enhancements approved by the Board
- Cost for the new Superintendent/President's contract
- Step and column increases for all qualifying employees
- Retirement and Mandatory tax rate increases for 2009/10
- Health Net premium increase of 5%
- July 1, 2009 Reorganization
- Cost for recovery/ACCJA
- Cost for Banner conversion
- Cost for CMF Cleanup

Retirement and Mandatory Payroll Tax Rates are as follows:

- STRS 8.25%
- PERS 9.709%
- FICA 6.2%
- SUI .30%
- Workers Comp 1.47892%

SOLANO COMMUNITY COLLEGE
BUDGET ASSUMPTIONS FOR 2009/10
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- Medicare 1.45%
- EMPC PERS 7.0

Overall Expenditures

All reductions/enhancements from the "Summary Budget Savings/Reductions/Revenue Enhancement", more commonly known as the Things and People spreadsheet as finalized in Version 2 (copy included in packet).

Contract Education, Community Services, Small Business Development Program and Theater (co-curricular programs) have reduced encroachment into the Unrestricted General Fund by 50% in 2009/10 and 50% in 2010/11, so they can be self-supporting in 2010/2011.

Include one time-cost for the California Medical Facility clean-up project of \$200,000; and \$261,000 for backfill and overtime for staff to complete the Banner recover project and implement Banner 8.

Utilities costs have been increased 5% over the 2008/09 budget, based on average increase over the last three years.

As suggested in the actuarial report, funding for the unfunded future retiree health benefits are budgeted at \$233,000.

Categorical/Restricted Reductions

Reductions of \$1,244,498 from the 2008/09 funding level to categorical funds based on the August information received from the State Chancellor's Office.

American Recovery and Reinvestment Act (ARRA) State Stabilization funds estimated to be \$152,269, used to offset reductions to categorical reductions.

2008/09 carryover amount will be utilized to reduce the impact of the State reductions for the 2009/10 fiscal year.

District will utilize the flexibility options provided in Assembly Bill X4 1. This flexibility will allow the transferring of selected categorical programs (designated in gray on the State matrix included) to support any State funded categorical program.

Additional Information

2007/08 audit adjustments are included in the estimated actuals for 2008/09. The total audit adjustment resulted in a decrease of \$1,275,440 to the ending fund balance. The components of the adjustment are as follows:

- Overstatement of FTES by 441.04 over a three year period totaling a negative \$1,808,627
- Understatement of assets in prior years totaling \$799,087
- Understatement of accrued payroll benefits in prior years totaling a negative \$265,900

SOLANO COMMUNITY COLLEGE
BUDGET ASSUMPTIONS FOR 2009/10
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Prior to 2008/09 the Child Development Fund was included with the General Fund Budget. When converting to banner, Child Development expenditures were separated out into its own fund in the Banner system.

What Is Not Included

Revenue for Vallejo Center status. Staff is preparing the Needs Study for the Chancellor's Office, to be submitted to the Board of Governors for approval.

2009/10 Workload Adjustments

Assembly Bill X4 1, a revision to the 2009-10 Budget Act, includes a provision authorizing the Chancellor to adjust districts' base workload measures commensurate with reductions in general apportionment revenues. The purpose of this workload adjustment is to align full-time equivalent student (FTES) workload with the reduced revenues provided to districts by the State in the 2009/10 Fiscal Year. The workload adjustment provision acknowledges that significant budget cuts will reduce the capacity of community colleges to offer courses and serve students and reduces workload expectations accordingly.

Consistent with this authority, the Chancellor's Office has calculated a preliminary reduction to each district's base FTES workload measures for the 2009/10 fiscal year. These calculations are shown on the attached spreadsheet. For Solano, this reduction is estimated to be 348.56 FTES, or \$1,591,124.

Taking this into consideration, the 2009/10 budget is based on 8,965.32 FTES.

This is reflected on the spreadsheet titled "General Apportionment – Calculation". The column titled "Tentative 2009/10" reflects the College budget prior to the reduction, and the column titled "Proposed 2009/10" reflects the College budget after the workload reduction. The budget presented has the rebenching of the workload included.

2009-10 WORKLOAD REDUCTION DISPLAY FTES REDUCTIONS

District	FTES Reductions				Rebenched
	Credit	Non-Cr	CDCP	Total	Base FTES 2009-10
Allan Hancock	(310.59)	(61.78)	(24.06)	(396.43)	9,700.67
Antelope Valley	(422.27)	(3.08)	-	(425.35)	11,107.54
Barstow	(99.43)	(14.73)	-	(114.16)	2,310.84
Butte	(365.66)	(81.69)	(1.63)	(448.98)	11,421.47
Cabrillo	(425.59)	(20.71)	-	(446.30)	11,399.43
Cerritos	(605.31)	(17.75)	-	(623.06)	16,700.46
Chabot-Las Positas	(613.22)	(27.56)	-	(640.78)	16,544.44
Chaffey	(526.99)	(30.81)	-	(557.80)	14,283.03
Citrus	(369.79)	(81.41)	(1.23)	(452.43)	11,521.90
Coast	(1,260.06)	(36.74)	-	(1,296.80)	34,351.79
Compton	(189.54)	(6.30)	-	(195.84)	4,819.62
Contra Costa	(1,039.27)	(16.78)	-	(1,056.05)	27,467.15
Copper Mt.	(78.34)	(4.30)	-	(82.64)	1,476.18
Desert	(255.85)	(6.14)	(41.96)	(303.95)	7,786.37
El Camino	(739.22)	(2.28)	-	(741.50)	18,940.84
Feather River	(82.27)	(2.93)	-	(85.20)	1,558.83
Foothill-DeAnza	(1,172.49)	(44.54)	-	(1,217.03)	32,311.72
Gavilan	(179.94)	(39.89)	(2.59)	(222.42)	5,268.89
Glendale	(459.25)	(18.48)	(125.87)	(603.60)	15,571.10
Grossmont-Cuyamaca	(644.24)	(54.10)	-	(698.34)	18,052.17
Hartnell	(268.21)	(0.99)	-	(269.20)	6,819.17
Imperial	(262.73)	(7.04)	(1.51)	(271.28)	6,963.33
Kern	(770.28)	(20.40)	(0.05)	(790.73)	19,332.27
Lake Tahoe	(86.78)	(4.67)	(3.98)	(95.43)	1,774.44
Lassen	(81.57)	(1.73)	-	(83.30)	1,479.05
Long Beach	(722.04)	(37.13)	(28.90)	(788.07)	20,741.09
Los Angeles	(3,517.65)	(245.09)	(110.18)	(3,872.92)	101,583.44
Los Rios	(1,902.34)	(43.46)	-	(1,945.80)	51,115.77
Marin	-	-	-	-	4,418.04
Mendocino-Lake	(128.59)	(6.47)	(1.88)	(136.94)	2,884.81
Merced	*(310.69)	(49.23)	(41.30)	(401.22)	9,853.29
Mira Costa	-	-	-	-	9,271.83
Monterey Peninsula	(214.23)	(112.25)	-	(326.48)	7,992.06
Mt. San Antonio	(796.51)	(82.01)	(228.73)	(1,107.25)	29,443.16
Mt. San Jacinto	(383.01)	(14.78)	(6.50)	(404.29)	10,212.30
Napa Valley	(194.16)	(55.69)	-	(249.85)	5,919.10
North Orange County	(925.20)	(244.49)	(150.46)	(1,320.15)	34,223.11
Ohlone	(316.97)	(2.72)	-	(319.69)	8,127.43
Palo Verde	(87.89)	(8.48)	-	(96.37)	1,809.46
Palomar	(672.55)	(27.12)	(42.85)	(742.52)	19,452.89
Pasadena Area	(753.43)	(30.90)	(41.78)	(826.11)	21,822.28
Peralta	(755.32)	(18.81)	-	(774.13)	19,050.94
Rancho Santiago	(679.74)	(132.42)	(380.81)	(1,192.97)	30,644.19
Redwoods	(211.56)	(0.14)	-	(211.70)	5,002.65

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District	FTES Reductions				Rebenched
	Credit	Non-Cr	CDCP	Total	Base FTES 2009-10
Rio Hondo	(457.71)	(34.20)	(1.36)	(493.27)	12,913.22
Riverside	(970.55)	(12.32)	-	(982.87)	26,255.41
San Bernardino	(538.41)	(0.43)	-	(538.84)	13,780.24
San Diego	(1,107.03)	(187.50)	(343.07)	(1,637.60)	41,279.13
San Francisco	(837.56)	(221.83)	(379.16)	(1,438.55)	36,068.67
San Joaquin Delta	(570.32)	(36.91)	-	(607.23)	16,031.37
San Jose-Evergreen	(565.06)	(2.55)	-	(567.61)	14,648.99
San Luis Obispo	(338.13)	(16.53)	(4.92)	(359.58)	9,177.72
San Mateo	(811.70)	(3.06)	-	(814.76)	21,024.87
Santa Barbara	(472.14)	(96.57)	(47.77)	(616.48)	15,514.40
Santa Clarita	(539.54)	(25.55)	(7.38)	(572.47)	14,952.85
Santa Monica	(782.39)	(38.26)	(5.55)	(826.20)	21,515.99
Sequoias	(338.50)	(9.26)	(1.67)	(349.43)	8,691.50
Shasta-Tehama-Trinity	(273.01)	(24.97)	-	(297.98)	7,637.24
Sierra	(564.99)	(10.61)	-	(575.60)	15,109.03
Siskiyou	(108.45)	(11.00)	-	(119.45)	2,486.16
Solano	(348.56)	-	-	(348.56)	8,965.32
Sonoma	(616.80)	(163.79)	(28.49)	(809.08)	20,436.18
South Orange	-	-	-	-	25,739.16
Southwestern	(551.93)	(39.99)	(0.99)	(592.91)	15,481.58
State Center	(988.60)	(44.25)	-	(1,032.85)	26,785.34
Ventura	(967.16)	(30.36)	-	(997.52)	25,849.14
Victor Valley	(349.52)	(21.33)	-	(370.85)	9,488.96
West Hills	(200.90)	(34.60)	-	(235.50)	4,985.13
West Kern	(144.19)	(2.24)	-	(146.43)	2,330.11
West Valley-Mission	(586.81)	(68.39)	-	(655.20)	16,874.03
Yosemite	(606.11)	(52.81)	(8.49)	(667.41)	17,152.31
Yuba	(328.04)	(9.10)	-	(337.14)	7,858.74
	(38,844.88)	(2,916.43)	(2,065.12)	(43,826.43)	1,161,563.33

NOTE: Credit funding per FTES equals \$4,564.82; Non-credit funding per FTES equals \$2,744.95; Career development & college preparation funding per FTES equals \$3,232.06

Solano Community College General Apportionment - Calculations

	RATES					Tentative		Proposed	
	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2009-2010	2009-2010	2009-2010	2009-2010
Fiscal Year									
Base Funding Rate									
Credit	\$ 4,122.92	\$ 4,367.00	\$ 4,564.83	\$ 4,564.83	\$ 4,564.83	\$ 4,564.83	\$ 4,564.83	\$ 4,564.83	\$ 4,564.83
Non-Credit	\$ 2,479.23	\$ 2,626.00	\$ 2,744.96	\$ 2,744.96	\$ 2,744.96	\$ 2,744.96	\$ 2,744.96	\$ 2,744.96	\$ 2,744.96
CDCP NC	\$ 3,092.00	\$ 3,092.00	\$ 3,092.00	\$ 3,232.07	\$ 3,232.07	\$ 3,232.07	\$ 3,232.07	\$ 3,232.07	\$ 3,232.07
Marginal Funding Rate									
Credit	\$ 4,367.00	\$ 4,564.83	\$ 4,564.83	\$ 4,564.83	\$ 4,564.83	\$ 4,564.83	\$ 4,564.83	\$ 4,564.83	\$ 4,564.83
Non-Credit	\$ 2,626.00	\$ 2,744.96	\$ 2,744.96	\$ 2,744.96	\$ 2,744.96	\$ 2,744.96	\$ 2,744.96	\$ 2,744.96	\$ 2,744.96
CDCP NC	\$ 3,092.00	\$ 3,232.07	\$ 3,232.07	\$ 3,232.07	\$ 3,232.07	\$ 3,232.07	\$ 3,232.07	\$ 3,232.07	\$ 3,232.07
COLA	5.92%	4.53%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
2009-2010									
Stabilization									
Base FTES	9,022.80	8,652.36	9,022.80	9,022.80	9,206.50	9,206.50	9,206.50	9,206.50	9,206.50
Credit	159.22	157.68	162.29	162.29	162.29	162.29	162.29	162.29	162.29
Non-Credit	(370.44)	215.15	183.70	183.70	-	-	-	-	-
CDCP NC	(1.54)	(5.37)	-	-	-	-	-	-	-
Total FTES	8,811.58	9,025.19	9,368.79	9,368.79	9,368.79	9,368.79	9,368.79	9,368.79	9,368.79
Foundation revenue (LY Revenue with LY COLA rate)	4,000,000	4,236,800	4,428,727	4,428,727	4,428,727	4,428,727	4,428,727	4,428,727	4,428,727
Credit Base Revenue (Last Year FTE x Base Rate)	37,200,309	37,784,856	41,187,504	41,187,504	42,026,062	42,026,062	42,026,062	42,026,062	42,026,062
Non-Credit Base Revenue (Last Year FTE x Base Rate)	394,743	414,068	445,479	445,479	445,479	445,479	445,479	445,479	445,479
CDCP NC (Last Year FTE x Base Rate)	(1,531,112)	-	-	-	-	-	-	-	-
(+) Current Year Decline @ Base Rate	40,063,939	42,435,724	46,061,710	46,061,710	46,900,269	46,900,269	46,900,269	46,900,269	46,900,269
Base Revenue	35,177,341	40,063,939	42,435,724	46,061,710	46,900,269	46,900,269	46,900,269	46,900,269	46,900,269
FTES Decline/Restored									
Base Revenue	35,177,341	40,063,939	42,435,724	46,061,710	46,900,269	46,900,269	46,900,269	46,900,269	46,900,269
COLA	1,521,291	2,371,785	1,922,338	838,558	-	-	-	-	-
Restoration	1,621,756	-	-	-	-	-	-	-	-
Decline/Stability Adjustment	1,801,320	-	-	-	-	-	-	-	-
Growth/Decline	274,584	-	-	-	-	-	-	-	-
COLA on CDOP NC	274,584	-	-	-	-	-	-	-	-
Deficit Factor	38,774,536	44,057,479	45,325,444	46,900,270	46,900,270	46,900,270	46,900,270	46,900,270	46,900,270
Equalization	1,100,000	565,780	974,146	408,366	408,366	408,366	408,366	408,366	408,366
Computational revenue	38,774,536	44,057,479	44,564,605	46,290,566	46,196,765	46,196,765	46,196,765	46,196,765	46,196,765
Cost Related to Growth (\$2,629.70 per FTES)	-	-	-	-	-	-	-	-	-
Adjusted Revenue	38,774,536	44,057,479	44,564,605	46,290,566	46,196,765	46,196,765	46,196,765	46,196,765	46,196,765

**Restoration in 07-08 and 08-09 is 3.23 FTES higher in credit then decline in 06-07 because 07-08 3.23 of restoration was reclassified to growth by the CCCCO to cover the decline in Non-credit FTES in 07-08

Revenue for Unrestricted General Fund:	
98 % of Enrollment Fee	\$ 3,489,894.00
Property Tax	\$ 9,752,393.00
SB1133 one-time	\$ 32,111,559.00
Gen Apportionment	\$ -
Prop Tax backfill	\$ 221,740.00
Part-time Faculty Comp	\$ 1,039,939.00
Lottery Revenue	\$ 46,815,525.00
	\$ 46,815,525.00

2009-10 Revenue	
98% of Enrollment Fee	\$ 3,489,894.00
Property Tax	\$ 9,752,393.00
SB1133 one-time	\$ -
Gen Apportionment	\$ 32,111,559.00
Prop Tax backfill	\$ -
	\$ 45,353,846.00

2008-09 Estimated Actuals Revenue as this:	
98% Enrollment Fee	\$ 2,686,906.00
Property Tax	\$ 10,866,285.00
SB1133 one-time	\$ -
Gen Apportionment	\$ 32,738,376.01
Prop Tax backfill	\$ -
	\$ 46,290,566.01

Enrollment Fees 6,079,554
 Bog Waivers 2,518,438
 100% of enrollment fees in burc 3,561,116

Categorical/Restricted Funding

Assembly Bill X4 1 also revises the 2009/10 Budget Act to make substantial cuts to most of the California Community College categorical programs. This bill exempts two programs from cuts (Financial Aid and Foster Care), completely eliminates Physical Plant/Instructional Equipment, and makes a range of cuts from 10% to 32% to the other categorical programs. The accompanying table lists all the categorical programs and shows the statewide breakout of the federal and state funds that total to the AB X4 1 amount.

The American Recovery and Reinvestment Act (ARRA) column reflects the estimated \$130 million dollars that the State anticipated getting for California relief. However, the latest information lowers this estimate to \$36.4 million.

In addition this assembly bill allows district flexibility in some of the categorical allocations. The District will be utilizing the flexibility option along with the prior year carryover extension in order to soften the impact to the categorical cuts for the 2009/10 fiscal year. Further discussion will be provided at the board meeting. However, in fiscal year 2010/11 the prior year carryover is not anticipated making further budget reduction necessary.

The final table in this section reflects the 2008/09 allocation to our District, the first, second and latest estimates for the 2009/10 budget. The proposed budget uses the calculation in the latest estimate column, or 28% of the originally anticipated ARRA funds.

California Community Colleges - Categorical Funding*

2009-10

	Budget Act AB4x-1	ARRA Federal Funds	State General Funds	Flexibility Allowed
Categorical Programs				
Student Financial Aid Administration	52,884,000		52,884,000	No
Foster Care Education Program	5,254,000		5,254,000	No
Fund for Student Success	5,262,820	1,470,219	3,792,601	No
CalWORKs	37,043,000	10,348,318	26,694,682	No
Student Success Initiative - Basic Skills	27,804,000	7,767,315	20,036,685	No
Nursing Support	18,564,000	5,186,032	13,377,968	No
Disabled Students	96,057,240	26,834,514	69,222,726	No
Extended Opportunity Programs & Services	89,188,000	24,915,526	64,272,474	No
Cooperative Agencies Resources for Education	12,949,400	3,617,539	9,331,861	No
Telecom & Technology Services	21,217,380	5,927,279	15,290,101	No
** Academic Senate	317,560	88,713	228,847	Yes
** Childcare Tax Bail Out	4,648,480	1,298,598	3,349,882	Yes
** Equal Employment Opportunity	1,187,960	331,868	856,092	Yes
** Economic Development	31,817,200	8,888,441	22,928,759	Yes
** Apprenticeship	9,955,880	2,781,271	7,174,609	Yes
** Part-time Faculty Office Hours	4,876,960	1,362,426	3,514,534	Yes
** Part-time Faculty Health Insurance	680,000	189,965	490,035	Yes
** Part-time Faculty Compensation	34,563,040	9,655,518	24,907,522	Yes
** Transfer Education and Articulation	968,320	270,510	697,810	Yes
** Matriculation - credit	55,231,760	15,429,524	39,802,236	Yes
** Matriculation - non-credit	13,017,000	3,636,424	9,380,576	Yes
** Physical Plant and Instructional Support				Yes
*** Career Technical Education	48,000,000		48,000,000	No
Subtotal Categorical	571,488,000	130,000,000	441,488,000	

*Unresolved issues: 1) specific allocations of ARRA and state funds to each categorical program; 2) status of statewide and regional projects; and 3) status of SB 70 CTE funding.

** Flexibility provision applied to these categorical programs and allows funds to be moved from these programs into any categorical program. Categorical programs under flexibility rules lock-in 2008-09 district allocation level, less the 2009-10 cut, through 2012-13.

*** Reflects a shift in SB 1133 (2006 Prop. 98 Settlement Funds) to Budget Act

2009/10 Categorical Reductions from 2008/09

ORIGINAL INFO FROM STATE

LATEST NEWS

SECOND ROUND

FUND	DESCRIPTION	2009/10				possible one time		2009/10		2009/10		2009/10		State Reductions from 2008/09 to 2009/10
		Allocation	reduction	allocation	Funds	ARRA	ARRA	ARRA	ARRA	ARRA	ARRA	ARRA	ARRA	
		A	B	C (A-B)	D	E (C+D)	F	G (F-E)	H	I (G+H)	J (F-A)	K	L	
1100	Column label (Calculation) -> Fee Waiver Admin (2%)	26,835	0	26,835	0	26,835	31,371	4,536	0	31,371				
1329	Student Financial Aid Adm	290,031	0	290,031	0	290,031	313,685	23,654	0	313,685				
13101	EOPS	516,456	(173,964)	342,492	86,982	429,474	309,874	(32,618)	21,746	331,620			(206,582)	
1326	CARE	83,173	(28,016)	55,157	14,008	69,165	49,904	(5,253)	3,502	53,406			(33,269)	
1311	DSPS	713,902	(251,238)	462,664	125,619	588,283	384,538	(78,126)	31,405	415,943			(329,364)	
1312	TANF	44,270	0	44,270	0	44,270	26,562	(17,708)	0	26,562			(17,708)	
1313	CalWorks	282,790	(92,208)	190,582	46,104	236,686	165,439	(25,143)	11,526	176,965			(117,351)	
1319	Matric Credit	616,633	(401,006)	215,627	193,298	408,925	300,500	84,873	48,325	348,825			(316,133)	
1320	Matric non-Credit	394	(8,627)	(8,233)	4,158	(4,075)	185	8,418	1,040	1,225			(209)	
1321	Fac & Staff Diversity	13,329	0	13,329	0	13,329	6,470	(6,859)	0	6,470			(6,859)	
13141	Telecomm & Tech	36,036	(11,532)	24,504	0	24,504	36,036	11,532	0	36,036			*	
1315	Inst Equip & Library	100,000	(100,000)	0	0	0	0	0	0	0			(100,000)	
1100	Part-Time Fac Alloc	391,107	(230,936)	160,171	111,319	271,490	191,656	31,485	30,084	221,740			(100,000)	
1342	Sched Maint & Repr	100,000	(100,000)	0	0	0	0	0	0	0			(100,000)	
1328	Econ Dev	150,000	(48,000)	102,000	0	102,000	*	*	0	0			*	
1333	Nursing Ed	528,800	(169,216)	359,584	0	359,584	36,369	*	0	36,369			*	
1338	Basic Skills	113,023	(37,147)	75,876	18,573	94,449	100,000	24,124	4,643	104,643			(13,023)	
1336	State Car Tec Ed	429,700	(137,504)	292,196	0	292,196	*	*	0	0			*	
1318	Trans & Artic	4,000	0	4,000	0	4,000	*	*	0	0			(4,000)	
		4,440,479	(1,789,394)	2,651,085	600,061	3,251,146	1,952,589	Latest	152,269	2,104,858			(1,244,498)	
													Hopeful	

* cuts not determined at this time; proposed block grant; used a 32% reduction.

2009/10 UNRESTRICTED GENERAL FUND
SOLANO COMMUNITY COLLEGE

SUMMARY	2008/09 ADOPTED BUDGET	WORKING BUDGET *	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET	EXPLANATION
UNAUDITED BEGINNING BALANCE	5,504,083	5,504,083	5,504,083	3,396,399	
Audit Adjustments for 2007/08			(1,275,440)		
AUDITED BEGINNING BALANCE	5,504,083	5,504,083	4,228,643		
TOTAL REVENUES	50,389,695	50,065,916	50,548,733	49,305,067	
TOTAL EXPENDITURES	50,461,543	51,122,653	51,380,977	50,158,670	
EXCESS/(DEFICIT) REVENUES OVER EXPENDITURES	(71,848)	(1,056,737)	(832,244)	(853,603)	
ESTIMATED ENDING FUND BALANCE	5,432,235	4,447,346	3,396,399	2,542,795	
COMPONENTS OF ENDING FUND BALANCE					
REQUIRED RESERVE (5%)	(2,523,077)	(2,556,133)	(\$2,569,049)	(\$2,507,934)	
DESIGNATED FUND BALANCE FOR .68% COLA	(308,213)	0	\$0	\$0	
DESIGNATED FUND BALANCE FOR DEBT SERVICE	(83,600)	(83,600)	\$0	\$0	
DESIGNATED FOR REPAIR/REPLMT EQUIP	(140,259)	(734,840)			
DESIGNATED POSSIBLE SALARY ENHANCEMENTS					
UNDESIGNATED FUND BALANCE	2,377,086	1,072,773	827,350	34,862	See Other Variables below

Other Variables

State FTE's Repayment & possible rebenching

The entire amount due is booked as a liability in the 2008/09 audit adjustment
Does not take into consideration any rebenching of our base FTE's

Offsets to Recovery Costs

Still negotiating with the Chancellors office

Vallejo Center Revenue

Unsure when/how we will receive the Revenue for Vallejo becoming Center Status

State Deficit

State apportionment reduced by \$1,592,010 to account for State Deficit (3.38%)

2009/10 UNRESTRICTED GENERAL FUND
SOLANO COMMUNITY COLLEGE

OBJECT CODE	DESCRIPTION	REVENUE	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET	EXPLANATION
AUDITED BEGINNING BALANCE			5,504,083	5,504,083	4,228,643	3,396,399	
8100 - Federal Income			0	0	0	0	
8120 VTEA			0	0	0	0	
8160 Veterans Assistance			0	0	0	0	
8150 Financial Aid (CWSP)			0	0	0	0	
8190 Other			0	0	0	0	
TOTAL FEDERAL INCOME			0	0	0	0	
8600 - State Income			31,784,950	31,476,737	32,738,376	32,111,559	
8611 Apportionment			0	0	0	0	
8613 Apportionment-One Time			333,059	333,059	391,107	221,740	33% reduction from 2008/09
8629 Part-Time Faculty Compensation			147,094	147,094	136,584	133,754	
8671 State Tax Subventions			1,091,146	1,030,500	1,030,500	1,039,939	\$111 per FTES (9368.82)
8681 Lottery Revenue			<u>12,000</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>	
8690 Other State Revenues			33,368,249	32,999,390	34,308,567	33,518,992	
TOTAL STATE INCOME			12,343,216	12,343,216	10,865,285	9,752,393	
8800 - Local Income			50,000	50,000	35,000	35,000	
8811-16 Taxes			295,000	295,000	295,000	300,000	
8820 Contributions, Gifts			57,000	57,000	57,000	57,000	
8831 Contract Instructional Services			64,400	64,400	63,571	64,400	
8832 Other Contracted Services			406,600	406,600	406,600	300,600	Theater moved to community Svc Cis
8833-38 Services to Bookstore			40,000	40,000	49,890	48,000	
8840 Sales & Commissions			2,000	2,000	4,580	2,000	
8842 Cosmetology sales			115,650	115,650	115,650	115,650	
8843 Advertising Revenues			15,000	15,000	64,789	42,560	
8844 Event Ticket Sales			170,000	170,000	120,000	100,000	
8850 Rental & Leases			120,000	121,080	100,003	120,000	
8860 Interest			260,000	260,000	273,316	366,000	Includes Theater fees of \$106,000
8871 Child Development Services			2,299,106	2,299,106	2,741,470	3,561,116	
8872 Community Services Classes			15,000	15,000	33,994	27,000	
8874 Enrollment Fees			22,000	22,000	50,042	48,000	
8877 Instructional Materials Fees & Sales			302,468	302,468	406,897	425,000	
8879 Student Records			65,000	66,000	5,000	65,000	
8880 Nonresident Tuition			282,006	326,006	527,079	301,356	
8885 Other Student Fees			97,000	97,000	25,000	55,000	
8899 Other Local Revenue			17,021,446	17,066,526	16,240,166	15,786,075	
8900 Intrafund Transfer from Community Svcs			50,389,695	50,065,916	50,548,733	49,305,067	
TOTAL LOCAL INCOME			55,893,778	55,569,999	54,777,376	52,701,465	
TOTAL REVENUES							
TOTAL RESOURCES							

2009/10 UNRESTRICTED GENERAL FUND
SOLANO COMMUNITY COLLEGE

OBJECT CODE	DESCRIPTION	EXPENSES	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET	EXPLANATION
1000	Academic Salaries		21,126,454	21,126,454	21,635,390	20,531,207	
2000	Classified Salaries		8,518,643	8,414,456	8,928,132	9,320,928	Moved VP of Adm & Bus to Classified
3000	Employee Benefits		10,981,125	11,194,503	10,851,062	<u>10,964,804</u>	VP of Adm & Bus; Director of Facilities
	TOTAL COMPENSATION		40,626,222	40,735,413	41,414,584	40,816,939	
4000	Books and Supplies		1,365,059	1,172,126	1,060,644	1,383,302	
5000	Other Operating Expenses		7,676,539	8,577,356	8,573,998	<u>7,440,178</u>	
	TOTAL CURRENT EXPENSE		49,667,820	50,484,895	51,049,226	49,640,419	
6000	Capital Outlay		598,323	442,358	248,151	<u>493,251</u>	Includes CMF Clean up of \$200,000
	TOTAL 1000 - 6000		50,266,143	50,927,253	51,297,377	50,133,670	
7000	Other Outgo		95,400	95,400	83,600	<u>0</u>	
	TOTAL EXPENDITURES		50,361,543	51,022,653	51,380,977	50,133,670	
7900	Reserve for Contingencies		100,000	100,000	0	<u>25,000</u>	
	TOTAL EXPENDITURES/RESERVE		50,461,543	51,122,653	51,380,977	50,158,670	
	EXCESS TOTAL REVENUE OVER TOTAL EXPENDITURE		(71,848)	(1,056,737)	(832,244)	(853,603)	
	ENDING BALANCE		5,432,235	4,447,346	3,396,399	2,542,795	
	REQUIRED RESERVE (5%)		(2,523,077)	(2,556,133)	(2,569,049)	(2,507,934)	
	DESIGNATED FUND BALANCE FOR .68% COLA		(308,213)	0	0	<u>0</u>	
	DESIGNATED FOR DEBT SERVICE		(83,600)	(83,600)	(83,600)	<u>0</u>	
	DESIGNATED POSSIBLE SALARY ENHANCEMENTS		(140,259)	(734,840)	0	<u>0</u>	
	DESIGNATED FOR REPAIR/REPLMT EQUIP					<u>0</u>	
	UNDESIGNATED FUND BALANCE		2,377,086	1,072,773	743,750	34,862	

2009/10 RESTRICTED/CATEGORICAL GENERAL FUND
SOLANO COMMUNITY COLLEGE

SUMMARY	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/10 BUDGET
UNAUDITED BEGINNING BALANCE	4,000	4,000	4,000	2,942,728
Audit Adjustments for 2007/08				
AUDITED BEGINNING BALANCE	4,000	4,000	4,000	2,942,728
TOTAL REVENUES	8,657,406	9,133,281	9,109,282	5,851,840
TOTAL EXPENDITURES	8,657,406	9,137,281	6,170,554	5,851,840
EXCESS (DEFICIT) REVENUES OVER EXPENDITURES	0	(4,000)	2,938,728	0
ESTIMATED ENDING FUND BALANCE	4,000	0	2,942,728	2,942,728
COMPONENTS OF ENDING BALANCE				
RESTRICTED FUND BALANCE DESIGNATION	(4,000)	0	(2,942,728)**	(2,942,728)
ESTIMATED UNDESIGNATED ENDING FUND BALANCE	0	0	0	0

** Unspent funds will be deferred into the 2009/10 budget. - DESIGNATED ON COMBINED GENERAL FUND SPREADSHEET

2009/10 RESTRICTED/CATEGORICAL GENERAL FUND
SOLANO COMMUNITY COLLEGE

OBJECT CODE	OBJECT DESCRIPTION	REVENUE	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET	EXPLANATION
8100 - Federal Revenue							
8120	VTEA		601,121	610,303	606,303	663,846	
8150	Financial Aid (CWSP)		25,489	25,489	11,670	26,983	
8160	Veterans Assistance		3,701	3,701	3,643	3,701	
8190	Other Federal Income		962,138	920,417	539,932	471,247	
	TOTAL FEDERAL REVENUE		1,592,449	1,559,910	1,161,548	1,165,777	
8600 - State Revenue							
8614	Basic Skills		100,301	113,023	113,023	75,876	Reduction due to State Cuts; includes 25% ARRA funds
8621	EOPS		516,456	516,456	516,456	342,492	Reduction due to State Cuts; includes 25% ARRA funds
8622	DSP & S		669,160	684,825	684,825	415,943	Reduction due to State Cuts; includes 25% ARRA funds
8624	TANF		44,270	44,270	44,270	26,562	Reduction due to State Cuts; includes 25% ARRA funds
8625	CalWorks		282,790	282,790	282,790	176,965	Reduction due to State Cuts; includes 25% ARRA funds
8629	Matriculation		616,633	616,633	616,633	348,825	Reduction due to State Cuts; includes 25% ARRA funds
8629	CARE		83,173	83,173	83,173	53,406	Reduction due to State Cuts; includes 25% ARRA funds
8629	Other State Income		4,046,168	3,524,561	3,791,283	2,636,264	Reduction due to State Cuts; includes 25% ARRA funds
	TOTAL STATE REVENUE		6,358,951	5,865,731	6,132,453	4,076,333	
8800 - Local Revenue							
8876	Health Services		365,221	365,738	635,738	197,774	Working Budget & Estimated actuals include prior year carryover
8881	Parking Services		220,000	873,868	873,868	250,000	Working Budget & Estimated actuals include prior year carryover
8899	Other Local Income		120,785	468,034	305,675	59,500	
	TOTAL LOCAL REVENUE		706,006	1,707,640	1,815,281	507,274	
8900 - Other Financing Sources			0	0	0	102,456	
	TOTAL REVENUE		8,657,406	9,133,281	9,109,282	5,851,840	

2009/10 RESTRICTED/CATEGORICAL GENERAL FUND
SOLANO COMMUNITY COLLEGE

OBJECT CODE	OBJECT DESCRIPTION	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET	EXPLANATION
	EXPENSES					
1000	Academic Salaries	1,297,573	1,316,163	1,115,109	805,389	
2000	Classified Salaries	1,960,119	1,544,630	1,558,822	1,947,050	
3000	Employee Benefits	974,185	766,880	693,274	923,212	
	TOTAL COMPENSATION	4,231,877	3,627,673	3,367,205	3,675,651	
4000	Books and Supplies	1,058,833	947,456	385,271	577,598	
5000	Other Operating Expenses	2,184,290	2,343,431	1,683,274	884,175	
	TOTAL CURRENT EXPENSE	7,475,000	6,918,560	5,435,750	5,137,424	
6000	Capital Outlay	798,604	1,899,798	549,449	510,951	
	TOTAL EXPENDITURES	8,273,604	8,818,358	5,985,199	5,648,375	
7000	Other Outgo	383,802	318,923	185,355	203,465	
	TOTAL EXPENDITURES	8,657,406	9,137,281	6,170,554	5,851,840	
	ESTIMATED ENDING FUND BALANCE	4,000	0	2,942,728	2,942,728	
	Restricted Reserve	(4,000.00)		(2,942,728)	(2,942,728)	
	Undesignated fund balance	0.00		0.00	0.00	

2009/10 **COMBINED** GENERAL FUND
 SOLANO COMMUNITY COLLEGE

SUMMARY	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET
UNAUDITED BEGINNING BALANCE	5,508,083	5,508,083	5,508,083	6,339,127
Audit Adjustments for 2007/08			(1,275,440)	
AUDITED BEGINNING BALANCE	5,508,083	5,508,083	4,232,643	
TOTAL REVENUES	59,047,101	59,199,197	59,658,015	55,156,907
TOTAL EXPENDITURES	59,118,949	60,259,934	57,551,531	56,010,510
EXCESS/(DEFICIT) REVENUES OVER EXPENDITURES	(71,848)	(1,060,737)	2,106,484	(853,603)
ESTIMATED ENDING FUND BALANCE	5,436,235	4,447,346	6,339,127	5,485,523
COMPONENTS OF ENDING FUND BALANCE				
REQUIRED RESERVE (5%)	(2,523,077)	(2,556,133)	(\$2,569,049)	(\$2,507,934)
DESIGNATED FUND BALANCE FOR .68% COLA	(308,213)	0	\$0	\$0
DESIGNATED FUND BALANCE FOR DEBT SERVICE	(83,600)	(83,600)	\$0	\$0
DESIGNATED FOR REPAIR/REPLMT EQUIP	(140,259)	(734,840)		
DESIGNATED POSSIBLE SALARY ENHANCEMENTS				
ESTIMATED RESTRICTED DEFERRALS			(\$2,942,728)	(\$2,942,728)
UNDESIGNATED FUND BALANCE	2,381,086	1,072,773	827,350	34,862

2009/10 **COMBINED** GENERAL FUND
 SOLANO COMMUNITY COLLEGE

OBJECT CODE	OBJECT DESCRIPTION	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET
	AUDITED BEGINNING BALANCE	5,508,083	5,508,083	4,232,643	6,339,127
	REVENUES				
8100	Federal Revenue	1,592,449	1,559,910	1,161,548	1,165,777
8600	State Revenue	39,727,200	38,865,121	40,441,020	37,595,325
8800	Local & Other Financing Revenue	<u>17,727,452</u>	<u>18,774,166</u>	<u>18,055,447</u>	<u>16,395,805</u>
	TOTAL REVENUE	59,047,101	59,199,197	59,658,015	55,156,907
	EXPENDITURES				
1000	Academic Salaries	22,424,027	22,442,617	22,750,499	21,336,596
2000	Classified Salaries	10,478,762	9,959,086	10,486,954	11,267,978
3000	Employee Benefits	11,955,310	11,961,383	11,544,336	11,888,016
	TOTAL COMPENSATION	44,858,099	44,363,086	44,781,789	44,492,590
4000	Books and Supplies	2,423,892	2,119,582	1,445,915	1,960,900
5000	Other Operating Expenses	9,860,829	10,920,787	10,257,272	8,324,353
	TOTAL CURRENT EXPENSE	57,142,820	57,403,455	56,484,976	54,777,843
6000	Capital Outlay	1,396,927	2,342,156	797,600	1,004,202
	TOTAL 1000 - 6000	58,539,747	59,745,611	57,282,576	55,782,045
7000	Other Outgo	479,202	414,323	268,955	203,465
	TOTAL EXPENDITURES	59,018,949	60,159,934	57,551,531	55,985,510
7900	Reserve for Contingencies	100,000	100,000	100,000	25,000
	TOTAL EXPENDITURES/RESERVE	59,118,949	60,259,934	57,651,531	56,010,510
	EXCESS TOTAL REVENUE OVER TOTAL EXPENDITURES	(71,848)	(1,060,737)	2,006,484	(853,603)
	ENDING BALANCE	5,436,235	4,447,346	7,514,567	5,485,523
	REQUIRED RESERVE (5%)	(2,523,077)	(2,556,133)	(2,569,049)	(2,507,934)
	DESIGNATED FUND BALANCE FOR .68% COLA	(308,213)	0	0	0
	DESIGNATED FOR DEBT SERVICE	(83,600)	(83,600)	0	0
	DESIGNATED POSSIBLE SALARY ENHANCEMENTS		(734,840)	0	0
	DESIGNATED FOR REPAIR/REPLMT EQUIP	(140,259)		0	0
	ESTIMATED RESTRICTED DEFERRALS				
	UNDESIGNATED FUND BALANCE	2,377,086	1,072,773	(2,942,728)	(2,942,728)
				2,002,790	34,862

2009/10 CHILD DEVELOPMENT FUND
 SOLANO COMMUNITY COLLEGE

CHILD DEVELOPMENT FUND

THE CHILD DEVELOPMENT FUND IS THE FUND DESIGNATED TO ACCOUNT FOR ALL REVENUES FOR, OR FROM THE OPERATION OF, CHILD CARE AND DEVELOPMENT SERVICES, INCLUDING STUDENT FEES FOR CHILD DEVELOPMENT SERVICES. COSTS INCURRED IN THE OPERATION AND MAINTENANCE OF THE CHILD CARE AND DEVELOPMENT SERVICES ARE PAID FROM THIS FUND. WITH THE BANNER CONVERSION, THIS FUND WAS SEPARATED OUT, PRIOR TO THAT POINT, THESE ACTIVITIES WERE ACCOUNTED FOR WITHIN THE GENERAL FUND.

SUMMARY	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET	EXPLANATION
UNAUDITED BEGINNING BALANCE	0	0	0	29,723	
Audit Adjustments for 2007/08			0		
AUDITED BEGINNING BALANCE	0	0	0		
TOTAL REVENUES	805,026	805,026	505,879	839,659	
TOTAL EXPENDITURES	750,640	805,026	476,157	839,659	
EXCESS/(DEFICIT) REVENUES OVER EXPENDITURES	54,386	0	29,723	0	
ESTIMATED ENDING FUND BALANCE	54,386	0	29,723	29,723	

2009/10 CHILD DEVELOPMENT FUND
 SOLANO COMMUNITY COLLEGE

OBJECT CODE	OBJECT DESCRIPTION	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET	EXPLANATION
	AUDITED BEGINNING BALANCE	0	0	0	29,723	
	REVENUES					
8100	Federal Revenue	38,247	38,247	56,330	75,000	
8600	State Revenue	757,556	757,556	423,603	764,659	
8800	Local Revenue	9,223	9,223	25,946	0	
	TOTAL REVENUE	805,026	805,026	505,879	839,659	
	EXPENDITURES					
1000	Academic Salaries	197	1,000	528	0	
2000	Classified Salaries	508,135	448,107	241,091	466,767	
3000	Employee Benefits	22,802	237,906	145,610	241,325	
4000	Supplies & Materials	40,160	40,160	33,774	52,329	
5000	Other Operating Expenses	92,265	22,265	38,233	79,238	
6000	Capital Outlay	0	2,500	762	0	
	Total Expenditures	663,559	751,938	459,998	839,659	
7000	Student Aid	87,081	53,088	16,159	0	
	Total Transfers	87,081	53,088	16,159	0	
	TOTAL EXPENDITURES (Expenditures & Transfers)	750,640	805,026	476,157	839,659	
	EXCESS(DEFICIT) REVENUE OVER EXPENDITURES	54,386	0	29,723	0	
	ENDING BALANCE	54,386	0	29,723	29,723	

2009/10 BOOKSTORE FUND
SOLANO COMMUNITY COLLEGE

BOOKSTORE FUND

THE BOOKSTORE FUND IS THE FUND DESIGNATED TO RECEIVE THE PROCEEDS DERIVED FROM THE DISTRICT'S OPERATION OF A COMMUNITY COLLEGE BOOKSTORE. NECESSARY EXPENSES, INCLUDING SALARIES, WAGES AND COST OF CAPITAL IMPROVEMENTS FOR THE BOOKSTORE MAY BE PAID FROM THE GENERATED REVENUE.

SUMMARY	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET	EXPLANATION
UNAUDITED BEGINNING BALANCE	1,285,260	1,285,260	1,285,260	917,986	
Audit Adjustments for 2007/08			(273,918)		
AUDITED BEGINNING BALANCE	1,285,260	1,285,260	1,011,342		
TOTAL REVENUES	4,117,550	4,045,850	4,571,170	4,671,450	
TOTAL EXPENDITURES	4,149,940	4,131,305	4,664,526	4,671,450	
EXCESS/(DEFICIT) REVENUES OVER EXPENDITURES	(32,390)	(85,455)	(93,356)	0	
ESTIMATED ENDING FUND BALANCE	1,252,870	1,199,805	917,986	917,986	

2009/10 BOOKSTORE FUND
 SOLANO COMMUNITY COLLEGE

OBJECT CODE	OBJECT DESCRIPTION	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET	EXPLANATION
	AUDITED BEGINNING BALANCE	1,285,260	1,285,260	1,011,342	917,986	
	REVENUES					
8847	Sales	4,047,250	4,000,550	4,547,970	4,647,950	
8862	Interest	29,000	29,000	10,000	10,000	
8891	Fees	0	0	0	0	
8895	Other	41,300	16,300	13,200	13,500	
	TOTAL REVENUE	4,117,550	4,045,850	4,571,170	4,671,450	
	EXPENDITURES					
2000	Classified Salaries	432,041	465,719	470,377	475,034	
3000	Employee Benefits	200,102	180,405	182,209	184,013	
4000	Supplies & Materials	3,124,100	3,124,100	3,784,165	3,784,165	
5000	Other Operating Expenses	268,710	268,710	146,473	140,867	
6000	Capital Outlay	17,000	17,000	6,931	12,000	
	Total Expenditures	4,041,953	4,055,934	4,590,155	4,596,079	
7000	HUD Loan transfer	59,816	28,016	27,016	27,016	
	ASSC Annual Transfer	23,171	22,355	22,355	23,355	
	Contribution CAP to General Fund	25,000	25,000	25,000	25,000	
	Total Transfers	107,987	75,371	74,371	75,371	
	TOTAL EXPENDITURES (Expenditures & Transfers)	4,149,940	4,131,305	4,664,526	4,671,450	
	EXCESS(DEFICIT) REVENUE OVER EXPENDITURES	(32,390)	(85,455)	(93,356)	0	
	ENDING BALANCE	1,252,870	1,199,805	917,986	917,986	

2009/10 MEASURE G REVENUE BOND FUND
SOLANO COMMUNITY COLLEGE

MEASURE G REVENUE BOND FUND

THE REVENUE BOND CONSTRUCTION FUND IS THE FUND DESIGNATED FOR THE DEPOSIT OF PROCEEDS FROM THE SALE OF ALL COMMUNITY COLLEGE REVENUE BONDS. SUCH DEPOSITS ARE USED TO MEET THE COSTS OF ACQUISITION OR CONSTRUCTION AND ALL EXPENSES OF AUTHORIZED PROJECTS.

SUMMARY	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET	EXPLANATION
UNAUDITED BEGINNING BALANCE	64,735,778	64,735,778	64,735,778	41,398,152	
Audit Adjustments for 2007/08			0		
AUDITED BEGINNING BALANCE	64,735,778	64,735,778	64,735,778	41,398,152	
TOTAL REVENUES	1,000,000	1,000,000	1,308,096	980,000	
TOTAL EXPENDITURES	25,591,536	25,752,000	24,645,722	12,752,000	
EXCESS/(DEFICIT) REVENUES OVER EXPENDITURES	(24,591,536)	(24,752,000)	(23,337,626)	(11,772,000)	
ESTIMATED ENDING FUND BALANCE	40,144,242	39,983,778	41,398,152	29,626,152	

2009/10 MEASURE G REVENUE BOND FUND
 SOLANO COMMUNITY COLLEGE

OBJECT CODE	DESCRIPTION	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET	EXPLANATION
	AUDITED BEGINNING BALANCE	64,735,778	64,735,778	64,735,778	41,398,152	
	REVENUES					
	8899 Bond Proceeds	0	0	0	0	
	8862 Interest	1,000,000	1,000,000	1,299,621	980,000	
	8894 Processing Fees	0	0	8,475	0	
	8895 Other	0	0	0	0	
	TOTAL REVENUE	1,000,000	1,000,000	1,308,096	980,000	
	EXPENDITURES					
	2000 Classified Salaries	0	0	0	0	
	3000 Employee Benefits	0	0	0	0	
	4000 Supplies & Materials	0	7,000	6,833	7,000	
	5000 Other Operating Expenses	591,536	745,000	743,291	745,000	
	6000 Capital Outlay	<u>25,000,000</u>	<u>25,000,000</u>	<u>23,895,598</u>	<u>12,000,000</u>	SEE NOTE BELOW
	Total Expenditures	25,591,536	25,752,000	24,645,722	12,752,000	
	TOTAL EXPENDITURES (Expenditures & Transfers)	25,591,536	25,752,000	24,645,722	12,752,000	
	EXCESS(DEFICT) REVENUE OVER EXPENDITURES	(24,591,536)	(24,752,000)	(23,337,626)	(11,772,000)	
	ENDING BALANCE	40,144,242	39,983,778	41,398,152	29,626,152	

NOTE: BUDGET WILL BE ADJUSTED AFTER THE PROJECTS ARE PRIORITIZED BY THE BOARD

2009/10 CAPITAL OUTLAY FUND
 SOLANO COMMUNITY COLLEGE

CAPITAL OUTLAY FUND:

THE CAPITAL OUTLAY FUND IS USED TO ACCOUNT FOR THE COLLECTION OF REDEVELOPMENT PROPERTY TAX REVENUES ALLOCATED EXCLUSIVELY FOR EDUCATIONAL FACILITIES, WHICH ARE EXEMPT FROM INCLUSION IN THE CALCULATION OF THE DISTRICT'S REVENUE LEVEL FOR EACH FISCAL YEAR.

SUMMARY	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET	EXPLANATION
UNAUDITED BEGINNING BALANCE	2,014,972	2,014,972	2,014,972	2,373,818	
Audit Adjustments for 2007/08					
AUDITED BEGINNING BALANCE	2,014,972	2,014,972	2,014,972	2,373,818	
TOTAL REVENUES	393,300	576,300	570,578	568,331	
TOTAL EXPENDITURES	148,184	137,465	211,732	231,732	
EXCESS/(DEFICIT) REVENUES OVER EXPENDITURES	245,116	438,835	358,846	336,599	
ESTIMATED ENDING FUND BALANCE	2,260,088	2,453,807	2,373,818	2,710,417	

2009/10 CAPITAL OUTLAY FUND
 SOLANO COMMUNITY COLLEGE

OBJECT CODE	OBJECT DESCRIPTION	2008/09 ADOPTED BUDGET	WORKING BUDGET	ESTIMATED 2008/09 ACTUALS THRU 6/30/09	PROPOSED 2009/2010 BUDGET	EXPLANATION
	AUDITED BEGINNING BALANCE	2,014,972	2,014,972	2,014,972	2,373,818	
	REVENUES					
8899	Redevelopment Taxes	300,000	500,000	550,356	546,356	
8862	Interest	52,000	60,000	17,975	21,975	
8891	Fees	0	0	2,247	0	
8895	Other	41,300	16,300	0	0	
	TOTAL REVENUE	393,300	576,300	570,578	568,331	
	EXPENDITURES					
2000	Classified Salaries	2,500	2,500	0	0	
3000	Employee Benefits	250	250	0	0	
4000	Supplies & Materials	0	0	115,206	135,206	
5000	Other Operating Expenses	10,000	10,000	0	0	
6000	Capital Outlay	25,000	25,000	0	0	
	Total Expenditures	37,750	37,750	115,206	135,206	
7000	Debt Service Principal Payment	110,434	77,360	72,795	79,748	
	Debt Service Interest Payment	0	22,355	23,731	16,778	
	Total Transfers	110,434	99,715	96,526	96,526	
	TOTAL EXPENDITURES (Expenditures & Transfers)	148,184	137,465	211,732	231,732	
	EXCESS(DEFICT) REVENUE OVER EXPENDITURES	245,116	438,835	358,846	336,599	
	ENDING BALANCE	2,260,088	2,453,807	2,373,818	2,710,417	

**Summary Budget
Savings/Reductions/Revenue Enhancements
2009-10**

09-10 Version 2

Things		Actual 2008-09	Projected 2009-10	Projected 2010-11
1.1	Evaluate platform for online classes (move away from eCollege to something else).	\$0	\$150,000	(\$20,000)
1.2	Legal Fees options for delivery method	\$0	TBD	
1.3	Elections	\$13,820	\$250,000	(\$250,000)
1.4	Evaluate encroachment of Co-Curricular and Categorical Programs	Under Review	TBD	
1.5	Dues and Subscriptions- 20% \$35,702	\$23,279	\$12,423	
1.6	Magazines & Periodicals - 40% \$37,431	\$30,000	\$7,431	
1.7	Non Instructional Supplies - 20% \$97,000	\$97,000		
1.8	Graphics	\$110,000		
1.9	Travel and Conference - 50% \$82,086	\$41,043	\$41,043	
1.10	5995s Marketing - all elements other than enrollment	\$100,000		
1.11	Overtime - 20% \$89,438	\$0	\$89,438	
1.12	Capital Outlay - Equipment	\$30,000	\$50,000	
	Capital Outlay - Equipment Replacement	\$90,000	\$200,000	
1.13	Community Services Unit, Contract Ed, SBDC moved to People side of the sheet	N/A	N/A	
1.14	Evaluate Programs - Instruction and Non-Instructional expenditures (including Personnel) to be determined (Program Discontinuance)	\$0	Watch List Under Review	
1.15	Center Status Revenue (Vallejo) - 1,000 FTES	\$0	In Process of Implementing Application	
1.16	Enrollment Strategies Increase in class offerings; Percent of Fill; Retention	Implemented	Under Implementation	
1.17	Evaluate Programs - Instruction and Non-Instructional - Merged with 1.4	N/A	N/A	
1.18	Utilities - Evaluation of current contracts	\$0	Under Review	
	Shift Differential (night custodians)	\$0	Potential Review	
	Swimming Pool-Solar Panels?	\$0	Under Review	
TOTALS		\$555,142	\$800,335	(\$270,000)

N/A - Not Applicable at this time
TBD - To be determined

Drafts have been:

Shared/Reviewed with Shared Governance: March 25, 2009 and April 8, 2009

Shared/Reviewed with FABPAC April 1, 2009, April 29, 2009
Board Presentation May 6, 2009 FISCAL YEAR 08/09
FINALIZED

On Going **On Going**

One-Time **One-Time**

**Summary Budget
Savings/Reductions/Revenue Enhancements
2009-10**

09-10 Version 2

		Actual	Projected	Projected
People		2008-2009	2009-2010	2010-2011
2.1	Associate Vice-President Workforce/Community Development (1) retreating to classroom instruction (salary savings)	\$0	\$39,000	
	2.1 - replacing 10 sections of Adjunct Faculty		\$34,000	
2.2	Educational Deans (2)	\$0	\$272,134	
2.3	Classified Managers (3) (2)	\$0	\$111,253	
2.4	Confidential (1) Re-Org	\$0	\$0	
2.5	Vacant Faculty Positions due to Retirements (6) -(3) replaced	\$0	\$273,000	
2.6	Coordinator (1FTEF) To be Determined--Diversity Coordinator, Accounting Manager Used with the 2008/09 budget reductions	\$0	\$0	
2.7	Vacant Staff Positions (3). IT Tech Specialist; Admin Asst III Humanities/FAABS, Admissions & Records **	\$69,323	\$138,646	
2.8	Instructional Assistants (TBD)	\$0	\$0	
2.9	Contract Out Services for Bookstore, Graphics, Custodial, Gardening, Warehouse and Police Services	\$0	To Be Reviewed	
2.10	Maintenance/Operations (5 positions) - vacancy; police officer (1); vacancies used with the 2008/09 budget reductions: police sergeant, custodian (2); current positions TBD (2)	\$69,264	\$169,264	
2.11	Faculty release time (10.80 FTEF F08/S09)	\$0	Under Review	
2.12	Consultants - review contracts	\$0	Under Review	
2.13	Community Service Staff (2.5 positions) moved from 1.13 on things list in Version 8	Under Review	TBD	
TOTAL		\$138,587	\$1,037,297	
Savings/Reductions Total Things & People		\$693,729	\$1,837,632	
2008/09 budget Deficit (as of 05/06/2009)		\$1,791,577		

** 1/2 Year Savings

TBD - To be determined

Drafts have been:

Shared/Reviewed with Shared Governance: March 25, 2009 and April 8, 2009

Shared/Reviewed with FABPAC April 1, 2009

Board Presentation 05/06-09 - FISCAL YEAR 08/09 FINALIZED

All position requiring layoff notices:

Evaluate July 1

Re-evaluate Sept 1 & Dec 1

Clarification of Positions:

2.2	Dean of Financial Aid and Special Services - vacant Dean of Admissions and Records - vacant
2.3	Manager for Technology Services and Support Program Developer Assistant Director of Facilities - vacant

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

TO: Members of the Governing Board
SUBJECT: ACCREDITATION FOLLOW-UP REPORT
REQUESTED ACTION: INFORMATION

SUMMARY:

Dr. Robin L. Steinback, Vice President of Academic Affairs and Accreditation Liaison Officer, will present to the Board a draft of the Follow-Up Report which is due to the ACCJC on October 15, 2009. This report demonstrates the Colleges progress in resolving the recommendations and concerns brought forward by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, on the six (6) General Recommendations identified by the ACCJC and progress toward accomplishing the Eligibility Requirements 5. - Administrative Capacity, and 18. - Financial Accountability.

A copy of the draft Follow-Up report has been provided to the Board members under separate cover for review.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Robin L. Steinback, Ph.D.
Vice President, Academic Affairs

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

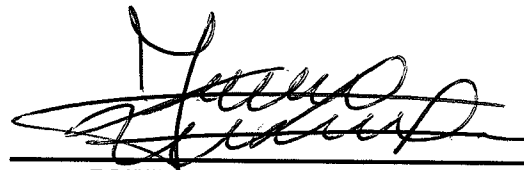
ADDRESS

707-864-7226

TELEPHONE NUMBER

Academic Affairs
ORGANIZATION

September 11, 2009
**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



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

September 11, 2009
**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**