

AGENDA ITEM 10. (b)
MEETING DATE June 15, 2011

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

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

SUMMARY:

<u>NAME AND ADDRESS</u>	<u>ITEM</u>	<u>DEPARTMENT</u>
Karl Reimer-Goodrich Aerospace	Laboratory Glassware	School of Sciences

Government Code: Board Policy: Estimated Fiscal Impact: In-Kind Gift \$1,500.00

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Frances "Betsy" Julian, Ph.D.
Dean, School of Sciences

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7110


TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

June 3, 2011

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT


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

June 3, 2011

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 2010-2011

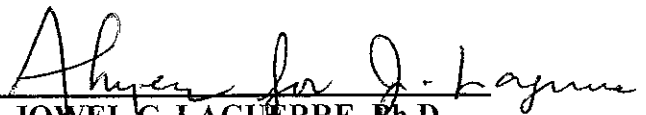
Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Darli Aung	Graphic Arts Office Assistant (20 hours week)	6/16/11-6/30/11	\$ 9.60 hour
Janet Leary	Short-term/Temporary, Finance & Administration(not to exceed 8 hrs per week)	6/16/11-6/30/11	\$ 21.22 hour
Velvet Majus	Graphic Arts Office Assistant (20 hours week)	6/16/11-6/30/11	\$ 9.60 hour
Sonia Ponce	Substitute Student Svcs Asst II, Financial Aid, as needed	6/16/11-6/30/11	\$ 14.61 hour
Melissa Reeve	Instructor, Basic Skills	6/16/11-6/30/11	\$ 1,000.00 stipend

Honors Program

<u>Name</u>	<u>Division</u>	<u>Semester(s)</u>	<u>Amount</u>
Marion Cowee	ECE	Spring 2011	\$ 200.00
Mark Feighner	Geology	Spring 2011	\$ 132.00
Neil Glines	Speech	Fall 2010	\$ 132.00
Patricia Itaya	Biology	Fall 2010 & Spring 2011	\$ 363.00/\$ 400.00
Kathryn Kearns	Art	Fall 2010	\$ 200.00
Marc Lancet	Art	Fall 2010	\$ 200.00
Patrick Mallory	Biology	Fall 2010 & Spring 2011	\$ 330.00/\$ 297.00
Karen McCord	Social Science	Spring 2011	\$ 200.00
Margherita Molnar	Biology	Fall 2010 & Spring 2011	\$ 66.00/\$ 33.00
John Nogue	Biology	Fall 2010	\$ 66.00

Karen H. Ulrich
 Director of Human Resources


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

June 3, 2011
Date Submitted

June 3, 2011
Date Approved

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR**Governing Board Meeting****June 15, 2011****Page 2****EMPLOYMENT 2011-2012****Regular Assignment**

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Timothy White	Welding Instructor	August 12, 2011

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
See attached list	Summer Adjunct Faculty		
To be determined	Bookstore Assistant (10)	7/1/11-6/30/12	\$ 8.00 hour
Darli Aung	Graphic Arts Office Assistant (20 hours week)	7/1/11-7/30/12	\$ 9.60 hour
Jose Balajadia	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 13.26 hour
Julien Baranowski	Warehouse Substitute, as needed	7/1/11-6/30/12	\$ 13.87 hour
Beatriz Corona	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 12.20 hour
Arvid Dahl	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 13.26 hour
Eddie DelPilar	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 13.26 hour
Jacqueline DelPilar	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 13.26 hour
Helen Dominguez	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 12.20 hour
Helen Dominguez	Warehouse Substitute, as needed	7/1/11-6/30/12	\$ 15.09 hour
Jeremy Erickson	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 12.20 hour
Michael Gildon	Bookstore Assistant Substitute Shipping & Receiving, as needed	7/1/11-6/30/12	\$ 15.26 hour
Emily Kakimoto	Bookstore Office Assistant	7/1/11-6/30/12	\$ 9.60 hour
Janet Leary	Substitute, Executive Assistant, Finance & Administration, as needed	7/1/11-6/30/12	\$ 21.22 hour
Velvet Majus	Graphic Arts Office Assistant (20 hours week)	7/1/11-7/30/11	\$ 9.60 hour
William Nesler	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 13.26 hour
Tommy Phillips	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 13.26 hour
Sonia Ponce	Substitute Student Svcs Asst II, Financial Aid, as needed	7/1/11-6/30/12	\$ 14.61 hour
Sandra Rotenberg Mike	Distance Ed Coordinator	7/1/11-8/3/11	\$ 60.80 hour
Samano-Gomez Frankie	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 13.26 hour
San Nicholas	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 13.26 hour
Edelmira Twohig Anthony	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 13.26 hour
Washington, Jr.	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 13.26 hour
Patricia Williams	Custodian Substitute, as needed	7/1/11-6/30/12	\$ 12.20 hour
Michael Walter	Courier Substitute, as needed and Warehouse Substitute, as needed	7/1/11-6/30/12 7/1/11-6/30/12	\$ 12.68 hour \$ 13.87 hour

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

June 15, 2011

Page 3

Independent Contractors

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount</u>
Small Business Development Center (SBDC) <u>Charles Eason, Responsible Manager</u>			
*Humboldt State University			
Michael Basayne	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 3,120.00
Wilbert Cason	Training & counseling for SCC Collaborative Supplemental Funding	7/1/11 – 12/31/11	\$ 50.00 hour Not to exceed \$ 2,250.00
Anthony Chang	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 2,080.00
Martha Christopher	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 2,080.00
Carolynne Gamble	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ \$40.00 hour Not to exceed \$ 2,560.00
Gwendolyn Helms	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 2,080.00
Ervin Hicks	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 4,160.00
Steven Howard	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 2,080.00
Teri Johnson	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 4,160.00

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

June 15, 2011

Page 4

Independent Contractors (Continued)

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount</u>
Small Business Development Center (SBDC) <u>Charles Eason, Responsible Manager</u>			
Jerry Ann Jinnett	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 5,200.00
Robert Lane	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 2,080.00
Mark Lillis	Advising & training for SCC Collaborative Supplemental Funding	7/1/11 – 12/31/11	\$ 50.00 hour Not to exceed \$ 2,250.00
Anni Minuzzo	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 2,080.00
Tina Montez	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 3,120.00
Jill Oyoung	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 2,080.00
Birgit Rickert	Advising & training for SBDC Funding through SBDC Program Income	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 360.00
Randall Shores	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 4,160.00
Sandy Stelter	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 6,240.00
	Advising & training for SBDC Funding through SBDC Program Income	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 2,080.00

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

June 15, 2011

Page 5

Independent Contractors (Continued)

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount</u>
Small Business Development Center (SBDC) <u>Charles Eason, Responsible Manager</u>			
Roger Studebaker	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 2,080.00
Albert Sullivan	Advising & training for SBDC Funding through SBDC Program Income	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 360.00
Diana Thomas	Advising & training for SBDC Funding through SBDC Program Income	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 2,080.00
Greg Weinerth	Advising & training for SBDC Funding through *HSU Contract	7/1/11 – 12/31/11	\$ 40.00 hour Not to exceed \$ 2,080.00
Workforce & Economic Development <u>Deborah Mann, Responsible Manager</u>			
Alberta Lloyd	Support grants implementation and activities. See contract for other services.	7/1/11 – 6/30/12	\$ 38.00 hour Not to exceed \$ 60,800.00

GRATUITOUS SERVICE

<u>Name</u>	<u>Assignment</u>	<u>Department/Division</u>
Ruby Cain	Assist disabled students	PE, Wellness & Athletics
Amanda Greene	Internship under a counselor	Counseling
Anthony Santos	Assist football coach	PE, Wellness & Athletics
Ann Talamantes-Ristow	Assist with women's basketball program	PE, Wellness & Athletics

SOLANO COMMUNITY COLLEGE CONSENT CALENDAR

Governing Board Meeting

June 15, 2011

Page 6

REQUEST FOR REDUCED WORKLOAD

In accordance with section 10.2 of the CCA/CTA/NEA collective bargaining agreement, Robin Arie-Donch is requesting a 15% reduced workload for the 2011-12 academic year. The reduction is authorized under section 22713 of the California Education Code. The request for a reduced workload is recommended.

REQUEST FOR AN UNPAID LEAVE OF ABSENCE

Christopher Max Hartman, Alternate Media Specialist is requesting a long term part-time education leave beginning August 1, 2011 to pursue his Master's Degree at San Francisco State University in Rehabilitation Counseling. In accordance with Article 15.6 of the CSEA collective bargaining agreement, Mr. Hartman is requesting a reduction of his work week from 40 hours per week to 30 hours per week for the next three years. The request for an unpaid leave of absence is recommended.

SOLANO COMMUNITY COLLEGE
 ADJUNCT FACULTY LISTING
 SUMMER 2011

Alcantara, Rose M	PE	Gumlia, Mary J	COUN
Allen, Darryl G	MATH	Gunby, Melissa S	ENGL
Ambalal, Monica F	MUSC	Hahn-Smith, Anne M	PSYC
Anderson, Kevin L	CIS	Haley, Mary A	COSM
Arce, Michelle	HIST	Harrington, Patrick J	PSYC
Baldwin, Sally J	PE	Harris, Meredith	NURS
Bloom, Andrew	MATH	Harrow, Ronald A	MATH
Borchert, Matthew J	PE	Hernandez-Neil, Priscilla R	COUN
Bourdon, Ingeborg A	NUTR	Higashi, John M	CHEM
Brown, Curtiss R	HED	Hubbard, Leslie V	ACCT
Brunner, Theresa Lynn	ART	Jacobsen, Ann P	ENGL
Bundenthal, Thomas	PLSC	Jagoda, Michael T	MATH
Burnsed, Frank Floyd	PE	Jian, Alan	MAC LAB
Cain, Ginger L	HED	Johnson, Tonmar	SOC
Callison, Kathleen J	CIS	Jones, Michieal	MATH
Cardinal, Jeffrey S	PE	Juarez, Larissa	ENGL
Carter, Quentin R	LIB	Keroher, Kody J	PE
Ceja, Patricia A	OT	Keyser, Glenn	ENGL
Clark, Katherine	BIO	Kirkbride, Corrine	MAC LAB
Cobene, Harold L	ENGL	Kolbe, Kevin	CJ
Coburn, Frederick R	IT	Kulasingham, George	CHEM
Codina, Salvador	HIST	Lamons, Michele	ENGL
Conrad, Joseph F	MATH	Lane, Emily E	OT
Conrad, Kathleen M	CHEM	Linge, Richard J	CIS
Coury, Carlene	ENGL	Macmullen, James T	PHYS
Crandall-Bear, Dale	HIST	Maghoney, Laura	ECON
de La OSalas, Maria R	SPAN	Maguire, George	THEA
Demartini, Dawna	ENGL	Mahmood, Khalid	MATH
Diehl, Sandra	HORT	Marks, Kevin W	PE
Donovan, Sarah	MAC LAB	Martinelli, Will	MAC LAB
Duane, Erin E	LIB	Matthews, Shaw H	MATH
Dudman, Matthew	BUS	Mazak, Scott	CINA
East, Evangeline	SPCH	McBride, Christopher M	ENGL
Farahnak, Fereydoon	BIO	McCarthy, Jeanette E	CIS
Federle, Nancy S	ART	McCord, Karen M	SOCS
Foley, Mark	HIST	McCorkle, Kent	CHEM
Forde, Joseph	HIST	McDonald, Cheryl A	COSM
Fracisco, Marylou H	CIS	Mclver, Ian	CINA
Frizzell, Gail	PE	McNeil-Jackson, Carmen	COUN
Fuller, Ruth	LIB	McReynolds, Gale D	SPCH
Gabbard, Mary B	NUTR	Meade, Shannon S	SPAN
Garnier, Michael J	MGMT	Means, Joan	HUDV
Gaviglio, Glen V	SOC	Michals, Nils	ENGL
Gelfand, Volodymyr	CHEM	Mikolajcik, Walter	MUSC
Glines, Neil	SPCH	Moore, Rennee A	BIO
Goodwin, Michael W	CJ	Muick, Pamela C	BIO
Gordon, Marilyn D	HIST	Nagle, John J	PE
Gravelly, Steven R	ANTH	Nazarenko, Sydney	HUDV
Gregory, Sean A	MATH	Nordin, Sarah P	CJ

SOLANO COMMUNITY COLLEGE
 ADJUNCT FACULTY LISTING
 SUMMER 2011

Nosce, Lily Beth	BIO	Simas, Elizabeth A	SPCH001
Obegi, Amy C	ECE	Smith, Derek B	MUSC
Ogden, Carl H	BUS	Smith, Jeffrey R	ENGL
Pandone, Marc V	ART	Smith, Jennifer L	MATH
Parrish, Scott L	PE	Smith, Lani P	LIB
Pearson-Bloom, Theresa L	PE	Smith, Randy W	ASTR
Penrod, Joseph T	BIO	Snow, Charlene	MATH
Petero, Ana	SPCH	Soria Martin, Domingo G	MATH
Petersen, Philip S	ASTR	Spindt, Carla M	THEA
Pfitzner, Markus T	PHOT	Stelter, Sandra	BUS
Pike, Roy	FIRE	Stockdale, Sharon E	PE
Podkolzina, Svetlana	MATH	Stover, Scott E	PE
Poff, Greg B	SPCH	Strickland, Joanne L	CIS
Powell, Joel J	PLSC	Subramanian, Mani N	CHEM
Prescott, Vernon L	ECON	Swearingen, Sandra B	OT
Prime, Lynn F	LIB	Tedone, Diana C	LIB
Pryor, Esther J	PE	Thomas, Gene M	BIO
Pyle, David B	PLSC	Thompson, Steven D	MUSC
Rhoads, Genele G	MATH	Tsang, Tsze	CHEM
Riddell, Bruce	BIO	Urrutia, John T	CIS
Robertson, Randall J	MATH	Wai, Newton Y	MATH
Robinson, Donnisha C	SOC	Wanek, Karen L	NURS
Rodriguez, Hector	MATH	Watkins, Thomas D	BUS
Roe, Candace T	COUN	Watts, Valvastine U	HUDV
Roggli, Kurt W	PHIL	White, Diane M	HIST
Romero, Lisa C	NURS	Widemann, Danielle C	GEOG
Romo, Angela S	BIO	Willer, Ann	CIS
Rosengren, Kathy J	ENGL	Williams, Darla R	HED
Rotenberg, Sandra	LIB	Wooden, Tami D	PE
Rubenstein, Abigail J	ART	Word, James M	BIO
Rutaganira, Thomas F	MATH	Wright, Richard A	ENGL
Santiago, Maria E	CHEM	Wylie, Earl T	CIS
Scolari, Jennifer F	LIB	Young, Vicki	PE
Scott, Robert H	MATH	Yumae, Teresa M	MUSC
Sengmany, Kheck	MATH	Zak, Ronald A	PHOT
Shakikhan, Kaveh	ART	Zidek, Albert F	PHOT

**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:

05/06/11	Vendor Payment	11030902-11030950	\$407,026.25
05/11/11	Vendor Payment	11030951-11031075	\$ 21,371.87
05/11/11	Vendor Payment	11031076-11031163	\$691,877.38
05/11/11	Vendor Payment	11031164-11031167	\$ 9,853.45
05/16/11	Vendor Payment	11031168-11031171	\$ 1,500.32
05/19/11	Vendor Payment	11031172-11031274	\$202,482.41
05/19/11	Vendor Payment	11031275	\$ 92,708.56
05/19/11	Vendor Payment	11031281	\$ 97,265.15
05/23/11	Vendor Payment	11031282-11031289	\$ 8,181.43
05/27/11	Vendor Payment	11031290-11031361	\$125,794.36
05/27/11	Vendor Payment	11031362-11031368	\$ 36,799.03
05/31/11	Vendor Payment	11031369-11031370	\$ 905.60
06/01/11	Vendor Payment	11031371-11031536	\$ 15,625.00

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 Finance & Administration, and Library.

Government Code: ECS 70902 & 81656 Board Policy: 3240 Estimated Fiscal Impact: \$1,711,390.81

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Yulian I. Ligioso, Vice President
 Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707-864-7209


TELEPHONE NUMBER

Finance & Administration

ORGANIZATION

June 3, 2011

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**


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

June 3, 2011

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

SUBJECT: RESIGNATIONS TO RETIRE

REQUESTED ACTION: APPROVAL

SUMMARY:

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Dale DeFreece	Lead Custodian 22 years, 4 months	6/15/11
Dyana Fuller	Graphic Arts Specialist 16 years, 10-1/2 months	6/14/11
Robert Myers	Dean, PE, Wellness & Athletics 19 years, 6 months	8/1/11

Government Code: *Board Policy:* **4240** *Estimated Fiscal Impact:* **None**

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

Karen Ulrich
Director of Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197


ADDRESS

(707) 864-7122

TELEPHONE NUMBER

Administration
ORGANIZATION

June 3, 2011
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**


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

June 3, 2011
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board
SUBJECT: RESOLUTION HONORING LESLIE ROTA
REQUESTED ACTION: APPROVAL

SUMMARY:

Leslie Rota has served the Solano Community College District with distinction since 1974, when she became the Assistant Director of Student Activities at Solano Community College.

Ms. Rota will retire from her current position as Dean of the Fine and Applied Arts/Behavioral Sciences Division, effective June 30, 2011, after thirty-six (36) years of faithful service to the District.

Best wishes are extended to Leslie for a well-deserved retirement, with sincere thanks for her many contributions to Solano Community College.

Government Code: _____ *Board Policy:* _____ *Estimated Fiscal Impact:* \$ N/A

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

J. Arturo Reyes, Executive Vice President
Academic and Student Affairs

PRESENTER'S NAME

400 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7102


TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

June 3, 2011

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



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

June 3, 2011

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD
RESOLUTION HONORING**

LESLIE ROTA

Whereas, Leslie Rota has served faculty and administration for the Solano Community College District with distinction since 1974 when she became the Assistant Director of Student Activities at Solano Community College;

Whereas, Leslie Rota, after a wide variety of responsibilities at Solano Community College, has more recently served as Faculty Coordinator from 1997 – 2006 at the Vacaville and Travis Centers while teaching Psychology; temporarily assumed the position of Vice President of Academic Affairs from January – May 2010, and currently serves as the Dean of Fine and Applied Arts/Behavioral Sciences Division since 2006;

Whereas, In addition to her regular duties, Leslie Rota during her tenure at Solano College served on numerous campus committees including, but not limited to, Curriculum Committee, Secretary/Treasurer of the Academic Senate; hiring committee chair for the Dean of Trade and Technical; hiring committee for the Vice President of Academic Affairs; EOPS Advisory Committee, and Annual SCC Recognition and Retirement Dinner Committee;

Whereas, Leslie Rota's support of Solano Community College programs and activities, students, faculty, and staff has always been enthusiastic and dedicated to student success;

Whereas, Leslie Rota has at all times been an ambassador for Solano Community College in the community and an advocate for the community college system by having her two daughters complete their associates degree requirements at Solano Community College before transferring to California Polytechnic State University, San Luis Obispo; and University of California, Berkeley; and

Whereas, Leslie Rota's dedication and commitment to Solano Community College has earned the respect of the community, the College staff, faculty, and students; now, therefore be it

Resolved, That Leslie Rota will be sorely missed, and the Governing Board expresses its sincere appreciation for her many contributions and wishes her well in her richly deserved retirement and future endeavors.

Passed and Adopted, This 15th day of June 2011, by the Governing Board of the Solano Community College District.

Denis Honeychurch, J.D., President

A. Marie Young, Vice President

James M. Claffey

Sarah E. Chapman

Pam Keith

Phil McCaffrey

Rosemary Thurston

Lexi Parmer, Student Trustee

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: RESOLUTION HONORING CLAUDIA PURVIS
REQUESTED ACTION: APPROVAL

SUMMARY:

Claudia Purvis has served the Solano Community College District with distinction since June 3, 1999, when she became a Records Evaluation Technician in Admissions and Records.

Ms. Purvis will retire from her current position as Records Evaluation Technician, effective June 30, 2011, after twelve (12) years of faithful service to the District.

Best wishes are extended to Claudia for a well-deserved retirement, with sincere thanks for her many contributions to Solano Community College.

Government Code: Board Policy: Estimated Fiscal Impact: \$ N/A

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

J. Arturo Reyes, Executive Vice President
Academic and Student Affairs

PRESENTER'S NAME

400 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7102


TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

June 3, 2011

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT


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

June 3, 2011

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

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**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD
RESOLUTION HONORING**

Claudia Purvis

Whereas, Claudia Purvis has served the Solano Community College District with distinction for 12 years as a Records Evaluation Technician;

Whereas, Claudia Purvis is an exemplary employee, who is creative, thorough, efficient, accurate and has contributed heartily to numerous improvements within Admissions and Records;

Whereas, Claudia Purvis serves an array of faculty, students, administrators, as well as various other colleagues and members of the public with distinction, kindness and care;

Whereas, Claudia Purvis goes to extreme ends to assist in carrying out the needs of students she is helping;

Whereas, Claudia Purvis has continually displayed a commitment to quality, justice and ethics; and

Whereas, Claudia Purvis is admired by and sought after by her colleagues for her reputation for going the extra mile, thoroughly researching and ensuring the best possible outcome for those she serves, therefore be it

Resolved, That Claudia Purvis will be sorely missed, and the Governing Board expresses its sincere appreciation for her many contributions and wishes her well in her well-deserved retirement and future endeavors.

Passed and Adopted, This 15th day of June 2011, by the Governing Board of the Solano Community College District.

Denis Honeychurch, J.D., President

A. Marie Young, Vice President

James M. Claffey

Sarah E. Chapman

Pam Keith

Phil McCaffrey

Rosemary Thurston

Lexi Parmer, Student Trustee

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: 2011-12 GOALS FOR SOLANO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD AND
SUPERINTENDENT-PRESIDENT

REQUESTED ACTION: APPROVAL

SUMMARY:

Discussions and development of Board goals for the 2011-12 academic year began at the April 20, 2011 Board Retreat. A draft of the Board and Superintendent-President's goals was reviewed and discussed at the June 1, 2011 Board Study Session. Attached are the goals for the Board's approval at this time.

*Government Code: 54957(b) Board Policy: 1057 and 2030 Estimated Fiscal Impact: \$ N/A
California ECS 71020.5*

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

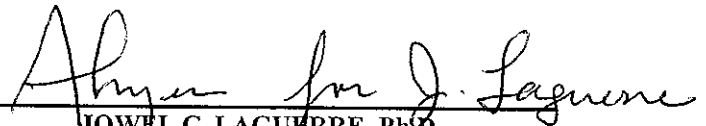
ADDRESS

707-864-7209

TELEPHONE NUMBER

Administration
ORGANIZATION

June 3, 2011
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT



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

June 3, 2011
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT



OFFICE OF THE SUPERINTENDENT/PRESIDENT

**BOARD OF TRUSTEES' GOALS
2011-2012**

Goals	Activities and Expected Outcomes	Timeline	Outcomes and Results
Support Board development	<ul style="list-style-type: none"> a. Two presentations on issues of national importance to be presented to the board that are tied to the mission of the college b. Two work sessions to be held for issues of importance to the college community, involving all stakeholders c. Conduct a formal survey of Board for interests in development activities 	<ul style="list-style-type: none"> October 2011 February 2012 September 2011 March 2012 July 2011 March 2012 (for following year, 2013) 	
Provide opportunities for Board advocacy	<ul style="list-style-type: none"> a. Forty percent of board members to participate in advocacy at local, state and national levels b. Clarify relationships between Board of Trustees and Foundation Board 	<ul style="list-style-type: none"> April 2012 September 2011 	

	<ul style="list-style-type: none"> c. Hold joint meetings between Foundation Board and Board of Trustees at least once a year d. Participate in resource identification for the foundation 	<p>November 2011</p> <p>April 2012</p>	
Improve meeting efficiency	<ul style="list-style-type: none"> a. Reform agenda to allow time for board in-depth discussions b. Reduce presentation times for board meetings c. Discuss long-term ideas for board understanding prior to votes 	<p>June 2011</p> <p>June – October 2011</p> <p>August 2011</p>	
Assist and support CEO	<ul style="list-style-type: none"> a. Provide timely and no surprise feedback to CEO b. Support CEO's actions by providing policy directions and support 	<p>June 2011-April 2012</p> <p>May 2011-April 2012</p>	
Lead the college to fiscal stability	<ul style="list-style-type: none"> a. Support college efforts that improve fiscal picture b. Provide support for college budget challenges 	<p>September 2011</p> <p>May – June 2012</p>	

Submitted to Governing Board for Information May 18, 2011
Submitted to the Governing Board Study Session June 1, 2011
Submitted to the Governing Board for Approval June 15, 2011



SUPERINTENDENT-PRESIDENT'S GOALS
2011-2012

Goals	Activities and Expected Outcomes	Timeline	Outcomes and Results
Explore recruitment of international students	Develop a concept for the recruitment and matriculation and service for international students.	March 2012	
Ensure fiscal stability of the District	Provide leadership for a balanced budget for the 2011-2012 fiscal year.	December 2011	
Prepare accreditation report	Provide leadership for the completion of the report and for the site visit.	August and October 2011	
Complete reorganization of Academic Affairs	Provide leadership for the completion of the reorganization: a. Deans' assignments b. Classified assignments	August 2011	
Improve quality access for students	Engage Student Services in re-examining its processes for students' intake.	April 2012	
Improve retention opportunities for students	Funding permitted, explore avenues to improve student retention and completion. Specifically: a. Hold focus group discussions for affected students (low-income and ethnic minority students) b. Continue workshops for success c. Implement Center for Academic Success d. Provide short-term financial support for needy students e. Support professional development activities to focus on retention for faculty and student services staff f. Explore policies and practices conducive to student retention	July 2011 to May 2012	
Explore the initiation of Middle College High Schools	Visit similar schools and present a plan to the board.	January 2012	

Submitted to the Governing Board for Information May 18, 2011
Submitted to the Governing Board Study Session June 1, 2011
Submitted to the Governing Board for Approval June 15, 2011

AGENDA ITEM 13. (b)
MEETING DATE June 15, 2011

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: ADMINISTRATIVE LEADERSHIP GROUP PROPOSED
NEW JOB DESCRIPTION – GRANTS AND RESOURCE
DEVELOPMENT MANAGER

REQUESTED ACTION: APPROVAL

SUMMARY:

Attached is a new job description for a classified management position, Grants and Resource Development Manager. The position is being placed on the Administrative Leadership Group salary schedule at Range 35.

Government Code: Board Policies: 2110 & 2120 Estimated Fiscal Impact: \$53,565 - \$67,704 depending schedule placement

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Karen H. Ulrich
Director of Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

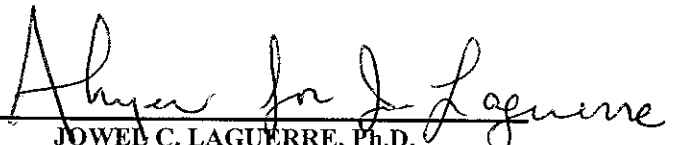
ADDRESS

(707) 864-7122

TELEPHONE NUMBER

Administration
ORGANIZATION

June 3, 2011
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT


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

June 3, 2011
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

**SOLANO COUNTY COMMUNITY COLLEGE DISTRICT
POSITION DESCRIPTION**

CLASS TITLE: GRANTS AND RESOURCE DEVELOPMENT MANAGER

BASIC FUNCTION:

Under the direction and supervision of the Executive Director of Institutional Advancement, the Manager of Grants and Resource Development will generate revenue for the Solano Community College District from public, private and federal resources.

DISTINGUISHING CHARACTERISTICS: This position will be funded from the general fund for a period of six months; continuation beyond the six months is contingent upon meeting a minimum standard of categorical self funding.

REPRESENTATIVE DUTIES:

Coordinate and write grants for the college Office of Institutional Advancement.

Develop and maintain grant and resource development solicitation matrix and calendar.

Serve as lead coordinator for faculty-driven resource development grants, as needed.

Prepare and monitor annual budget for grant and resource development in collaboration with the Executive Director.

Assist the Executive Director in all college fundraising efforts.

Develop annual comprehensive resource development and marketing plans.

Assist in the promotion and communication of the grants and resource development outcomes.

Write, maintain, and update grant and resource development web page in consultation with the technology department.

Collaborate with Fiscal Services on grant deadlines and compliance matters.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Grant writing techniques and approaches.

Research skills.

Methods of donor solicitations and various fundraising techniques.

Fundraising resources.

Principles and techniques of budgeting, report and contract writing.

Basic public relations methods and principles.

Local, state, and federal regulations pertaining to gift giving.

Record keeping methods.

Respectful, sensitive and effective communication with people who are diverse in their cultures, ethnicities, language groups, and abilities, and with individuals from all other groups protected from discrimination; sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.

ABILITY TO:

Administer and coordinate diverse fundraising activities and special events.

Administer and coordinate grant writing for the college community.

Research funding sources.

Develop and monitor grant contracts.

Organize and compose grant proposals and instructional contracts.

Explore and report on new revenue resources.

Write complex documents using clear and concise English.

Attract and maintain donor support.

Communicate effectively in oral and written form.

Read and comprehend local, state, and federal regulations, guidelines and legislation.

Work within complex integrated ERP systems.

MINIMUM QUALIFICATIONS

EDUCATION & EXPERIENCE: Any combination of experience and education equivalent to a bachelor's degree from an accredited institution.

PREFERRED QUALIFICATIONS:

EDUCATION & EXPERIENCE: Bachelor's degree from an accredited institution and evidence of successful program development and innovation experience. Experience generating funds from foundations, corporations and government sources; experience in working with faculty and grant fiscal monitoring and reporting.

PB/KU/zg: 6/3/11

Board approved: _____

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: ADMINISTRATIVE LEADERSHIP GROUP PROPOSED
NEW JOB DESCRIPTION – DEAN, SCHOOL OF HUMAN
PERFORMANCE AND DEVELOPMENT

REQUESTED ACTION: APPROVAL

SUMMARY:

As a result of the Academic Reorganization approved at the Board meeting on May 18, 2011, attached is the new job description for the educational administrator position of Dean, School of Human Performance and Development. The position will remain on Range 49 of the Administrative Leadership Group salary schedule.

Government Code: Board Policies 2110 & 2120. Estimated Fiscal Impact: \$93,956 – \$118,885 depending schedule placement

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Karen H. Ulrich
Director of Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197


ADDRESS

(707) 864-7122

TELEPHONE NUMBER

Administration
ORGANIZATION

June 3, 2011
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT


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

June 3, 2011
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

**SOLANO COUNTY COMMUNITY COLLEGE DISTRICT
POSITION DESCRIPTION**

CLASS TITLE: DEAN – School of Human Performance and Development

BASIC FUNCTION:

Under the direction of the Executive Vice President of Academic Affairs and Student Services, plan, organize, administer, develop and evaluate the programs and activities of the Kinesiology, Sports Medicine/Fitness Science, Dance, Nutrition, Health Education, Early Childhood Education, Human Development, instructional programs and the intercollegiate athletics program for men and women.

DISTINGUISHING CHARACTERISTICS:

Educational Administrators in this classification provide first-line leadership and supervise personnel assigned to specific College academic schools. Incumbents supervise both full-time and part-time faculty, classified personnel, student workers and auxiliary employees. Incumbents are responsible for planning, development and day-to-day operations of a school of the college-wide academic program.

DUTIES AND RESPONSIBILITIES:

Assure that coaches and athletes are accountable to State-mandated eligibility requirements; verify the eligibility of intercollegiate athletics participants and provide for on-going monitoring of eligibility through the season of participation.

Serve as the District's representative to the Bay Valley Conference and NorCal Football Alliance.

Provide for purchase of supplies and equipment for physical education and athletic programs and supervise distribution of athletic equipment and supplies; maintain and monitor lease agreements, uniforms and equipment, supplies and travel budgets.

Schedule and make necessary arrangements for on campus athletic contests including arrangements for game officials, ambulance services, trainers and other support personnel and out of town team travel, meals and housing.

Prepare and coordinate public relations programs for athletic programs with the general public, other colleges and high schools within District boundaries; communicate with the Community Services Office in preparation of news releases, other publicity and shared use of facilities.

Work cooperatively with Dean of Student Services to provide an athletic advisement program for College athletes.

Prepare reports and maintain records for intercollegiate sports; attend intercollegiate athletic events.

Organize and coordinate appropriate activities for awards and recognition of college athletes; work closely with booster clubs and conduct orientations for new athletes as necessary.

Manage the Tutoring Center and Student-Athlete Study Skills Center, including hiring and evaluations of staff, budgeting, payroll and time sheet certifications and schedule.

Manage the Community Services Office in the hiring, scheduling and publication of Community Education courses and coordinate the rental of all campus facilities.

Serve as the Dean managing the Children's Center, and manage the Foster Care Program and Grants.

Other duties as assigned by the Superintendent/President or Executive Vice President.

Program Development

Provide leadership for program development. Works with faculty and staff to determine needs for curriculum or program additions, modifications, and deletions; set priorities for resource needs; produce program analysis and three-year plans and participate in strategic and long-range planning for the District.

Prepare documents for program and course development; produce accurate schedules, catalog information and program publicity. Prepare reports and grant applications.

Work with faculty and staff to develop ideas for program improvement and investigate resources for development through grants and special projects.

Maintain current knowledge of new developments and innovations in community colleges and higher education in areas of specialty; in consultation with faculty, recommend changes to maintain relevance of School programs to meet student and community needs.

Work cooperatively with Student Services personnel to develop appropriate and effective assessment and testing methods and practices relevant to division course/program offerings.

Schedule and Budget Management

Consult collegially with faculty and staff regarding appropriate schedule of classes to meet the needs of students; assign faculty to teach classes; monitor schedules and workload for accuracy throughout the semester according to provisions of the collective bargaining agreement; assure accurate and timely attendance reporting for all courses offered and assign substitutes.

Exercise leadership in the development and management of the division budget; administer financial resources consistent with District policy and sound financial management principles.

Evaluate, approve, and process division/area requests for supplies and equipment.

Supervision

Communicate with faculty and staff by holding regular meetings and in-service training to facilitate planning and decision-making and to keep faculty and staff informed about issues and projects for the overall College program.

Encourage excellence in teaching; orient new faculty and staff; work with faculty and staff to determine needs for staff and faculty development; plan appropriate staff and faculty development activities including flexible calendar days; contribute to record keeping for staff and faculty development accountability.

In conjunction with staff, analyze staffing needs and make recommendations to the Executive Vice President; assist in development of job descriptions for new positions.

Assist in development of targeted recruitment for job positions. Organize and serve on committees for hiring and assure compliance with District personnel policies, procedures and practices for the employment of faculty, administrators, classified staff, student workers and short-term, temporary and substitute employees.

Mediate and resolve faculty, staff and student problems, complaints and first level grievances according to employee contracts and college policy and procedures.

Supervise and evaluate faculty, classified staff, student workers, and auxiliary personnel according to proper management practices, the District policies, procedures, collective bargaining contracts and state and federal regulations. Implement content of collective bargaining agreements.

Administration-Outreach

Communicate with leaders in the private and public sectors and in educational agencies to determine needs for new courses or support programs; serve as resource to the community.

Respond to requests for services from the community; organize appropriate responses.

Facilitate academic partnerships between SCC faculty, faculty in feeder high schools and four-year transfer institutions; work closely with the articulation officer of the College to assure maximum course articulation.

Work with Workforce and Economic Development to respond to requests for instruction

from the community; organize appropriate classes, determine on which basis courses can be offered, and when appropriate, develop contracts for instruction, following through with budget and contract monitoring.

Establish functioning advisory committees as appropriate. Work with the Dean to plan and coordinate vocational programs to meet community needs in accordance with state and federal guidelines.

Administration-Record keeping

Direct and participate in the preparation and maintenance of records and reports related to personnel, workload, schedule, enrollment, program review and budget; administer attendance accounting requirements and OAR responsibilities.

Administer procedures for academic and student services such as special admission requests, credit by examination, time conflicts, independent study requests and other student related forms; Academic Council petitions, grade changes, incomplete and grade contracts.

Administration - General

Assist in implementation of Affirmative Action goals for the district.

Serve as the evening ombudsperson as assigned.

Work cooperatively with other administrators and supervisors to coordinate programs and services across the College and at all locations to meet student needs.

Assure proper use and security of assigned facilities and equipment maintenance; provide equipment maintenance; compliance with health and safety regulations; develop remodeling requests; provide for the monitoring of safety and hazardous materials requirements.

Serve on College and ad hoc committees; attend meetings and conferences; make oral presentations to College and community groups as requested.

Coordinate and participate in campus-wide activities.

Chair of the Hall of Fame Committee, meet with the committee, & coordinate details for the induction ceremony. Serve on the Executive Committee of the Booster Club and attend all meetings and fundraisers. Arrange & participate in “recruiting” days for the various athletic programs. Oversee & attend the annual recognition banquets for the various athletic teams. Oversee athletic van assignments;; work with county to maintain and supply athletic vans.

Attend athletic State and national meetings as required.

Assure that programs operate within state and federally mandated requirements.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Higher education mission, organization, operations, policies and objectives in community colleges.

Multiple methods of instruction as appropriate to the specific assignment.

Evaluation methods.

Curriculum development and instructional management as appropriate to the specific assignment.

Course articulation.

Steps in student matriculation.

Budget preparation and control.

Principles and practices of program administration, supervision and staff development.

Effective interpersonal communication.

Policies, regulations, and objectives of assigned programs and activities.

Programs, functions, purposes and goals of the division/area.

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 as defined by the Solano College District Governing Board.

Effective practices and methods for program planning, developing, implementations, and evaluation.

Shared Governance Policy and Procedures.

Provisions of Collective Bargaining Agreements.

The practical use of an Enterprise Resource Planning (ERP) system and office computer technology to facilitate and support student services and staff productivity.

All the constitutional and by-law regulations from the CCCAA, BVC and NCFA.

ABILITY TO:

Plan, organize, develop and evaluate the programs, activities and curriculum of a College academic school.

Coordinate the curriculum design, development, and modifications in order to meet student and community needs.

Communicate effectively, both verbally and in writing, with faculty and staff, students and community members.

Work effectively with students, faculty, and staff from diverse backgrounds and disabilities to promote access and equity.

Present a positive image of the College in the community.

Train, supervise and evaluate personnel according to successful modern management theory and practices.

Read, interpret, apply and explain rules, regulations, policies and procedures.

Maintain current knowledge of program rules, regulations, requirements and restrictions.

- Analyze situations accurately and adopt an effective course of action.
- Work cooperatively and coordinate projects with other administrators and staff to offer effective services to students.
- Understand the needs of the School in the context of the overall academic program and participate with the Academic Administrative Team to set goals and priorities for the College as a whole.
- Organize and chair meetings, lead workshops, facilitate group discussions and involve faculty and staff in idea generation, goal setting and decision-making.
- Meet schedules and time lines; organize multiple projects effectively; and carry out required project details throughout the year.
- Evaluate and support faculty and staff recommendations for program improvements and/or new program efforts.
- Develop and manage grants and special projects.
- Work collaboratively with faculty to develop an effective Schedule of Classes to produce a high quality program.
- Work within Board/District approved guidelines to establish positive media and community relations.

EDUCATION AND EXPERIENCE:

The minimum qualifications for service as an educational administrator shall be the following:

- a) Possession of a master's degree or equivalent in a discipline related to the assigned area:

Preferred Qualifications:

- a) The equivalent of two years of full-time post secondary teaching experience in at least one discipline areas;
- b) One year of formal training, internship, or leadership experience reasonably related to the administrator's administrative assignment, which may, but need not be, concurrent with the required full-time faculty assignment.

KU/zg: 6/1/11

Board approved: _____

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

TO: Members of the Governing Board

**SUBJECT: SOLANO COMMUNITY COLLEGE AND THE
ADMINISTRATIVE LEADERSHIP GROUP AGREEMENT
FOR 2010-11 AND 2011-12 ACADEMIC YEARS**

REQUESTED ACTION: APPROVAL

SUMMARY:

Agreement has been reached with the Solano Community College Administrative Leadership Group (ALG) for the 2010-11 and 2011-12 academic years.

ALG will forgo the 1% increase that was to become effective June 30, 2011, which will roll it into the 2011-12 fiscal year. Secondly, the management group will suspend step/column increases for the 2011-12 year; lastly, ALG will take eight (8) furlough days over the 2011-12 fiscal year.

Government Code: Board Policy: 4800 Estimated Fiscal Savings: \$ 199,294

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Karen Ulrich
Director of Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

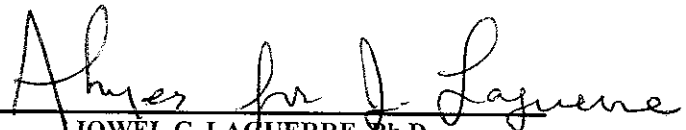
ADDRESS

707-864-7122

TELEPHONE NUMBER

Administration
ORGANIZATION

June 3, 2011
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**


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

June 3, 2011
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

AGENDA ITEM 13. (e)
MEETING DATE June 15, 2011

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: TENTATIVE DISTRICT BUDGETS AND PROPOSED
TIME AND PLACE FOR THE PUBLIC HEARING AND
ADOPTION OF THE OFFICIAL DISTRICT BUDGETS
FOR 2011-12

REQUESTED ACTION: APPROVAL

SUMMARY:

Yulian I. Ligioso, Vice President of Finance & Administration, will present for information the District's tentative 2011-12 general fund budgets and the dates to establish the public hearing and formal adoption of the 2011-12 budgets. A Board study session was held on the budgets on June 1, 2011.

The public hearing and the adoption of these official 2011-12 budgets, in accordance with California Code of Regulations, Title 5, Section 58301, is tentatively scheduled for the Board meeting of September 7, 2011 in the Board Room of the Solano Community College District, 4000 Suisun Valley Road, Fairfield, CA. A copy of the budget document is attached.

Government Code: CCR, Title 5, Section 58301 *Board Policy: 3000, 3005* *Estimated Fiscal Impact: n/a*
Board Goal: Fiscal Stability

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Yulian I. Ligioso, Vice President
Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

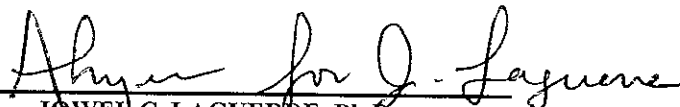
ADDRESS

707-864-7209

TELEPHONE NUMBER

Finance & Administration
ORGANIZATION

June 3, 2011
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT


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

June 3, 2011
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT



Solano Community College District
Tentative 2011-12 District Budgets
for Approval

Governing Board Meeting
June 15, 2011

Serving Solano & Yolo Counties, California
♦ *Transforming Students' Lives* ♦
4000 Suisun Valley Road, Fairfield, California 94534
www.solano.edu

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

SOLANO COMMUNITY COLLEGE DISTRICT

Governing Board

Denis Honeychurch, J.D., President
A. Marie Young, Vice President
Sarah E. Chapman
James M. Claffey
Pam Keith
Phil McCaffrey
Rosemary Thurston
Lexi Parmer, Student Trustee
Tom Henry, Special Trustee
Jowel C. Laguerre, Ph.D., Secretary

Superintendent-President's Cabinet

Jowel C. Laguerre, Ph.D., Superintendent-President
Peter Bostic, Executive Director, Institutional Advancement & Foundation
James Ennis, Interim Chief Information Systems Officer
Thomas "Jerry" Kea, Ph.D., Dean, Vallejo Center
Shirley Lewis, J.D., Dean, Vacaville Center
Yulian I. Ligioso, CPA, Vice President, Finance & Administration
Bob Myers, Dean, School of Human Performance & Development
Phil McCaffrey, Jr., ASSC President
J. Arturo Reyes, Executive Vice President, Academic & Student Affairs
Judy Spencer, Executive Coordinator
Karen Ulrich, Director, Human Resources
Erin Vines, Dean, Counseling & Special Services
Thomas Watkins, President, Academic Senate

The first reading of this budget took place at the June 1, 2011 Board Study Session

Report prepared by Yulian Ligioso, Vice President, Finance & Administration
Susan Foft, Director, Fiscal Services
Judy Yu, Accounting Manager, Fiscal Services
Judy Anderson, Executive Assistant, Finance & Administration



Mission: Solano Community College prepares a diverse student population to participate successfully in today's local and global communities.

Vision: Solano Community College will be a recognized leader in educational excellence – *transforming students' lives.*

Strategic Goals:

- Goal 1: Foster Excellence in Learning
- Goal 2: Maximize Student Access and Success
- Goal 3: Strengthen Community Connections
- Goal 4: Optimize Resources

Guiding Principles and Priorities for Budget Development

- Reflect values of the institutional goals and the Educational Master Plan and Facilities Master Plan
- Promote offerings that emphasize career technical education, transfer and basic skills
- Maintain well-balanced offerings and student support services that are responsive to community needs and ensure timely and successful completion of students' educational goals
- Achieve enrollment targets for maximum funding/resources
- Sustain adequate reserves to meet District obligations and cash flow
- Optimize college resources via re-organizing and consolidating programs and services to increase efficiencies and cost savings

Summary of May Revision

On Monday, May 16th Governor Brown released the annual May Revision and relative to the budget proposal issued in January, the news is largely positive. The Department of Finance has identified an increase in revenue of \$6.6 billion covering the 2010-11 and 2011-12 years. Combined with the significant legislative actions taken in March, the scope of the budget gap identified by the Governor has been reduced from \$26.6 billion to \$10.8 billion.

- - 26.6 Billion gap identified in January
- +14.0 Billion in cuts and other solutions approved in March
- - 0.6 Billion in erosions of March package (due to implementation delays)
- - 1.0 Billion due to Proposition 10 litigation
- + 6.6 Billion in general fund revenues identified in May Revision
- - 2.0 Billion in new costs
- - 1.2 Billion for a budget reserve
- = \$10.8 Billion

The May Revision proposes to keep most of the actions taken on the California Community College budget earlier in the year intact (a \$400 million base reduction plus an increase of fees of \$10 per unit) while using the new revenues to buy back \$350 million in inter-year deferrals. This proposal would reduce deferrals from \$961 million to \$611 million.

The May Revision also identifies \$57 million in increased current year property tax revenues without making a corresponding reduction in our General Fund appropriation, which should help mitigate a deficit in 2010-11 apportionments.

Notably, there is no proposal for census reform or for any other significant policy change.

In the event tax extensions are not approved, the May Revision summary speaks in broad terms about reductions to education (additional \$500 million in cuts to each of UC and CSU and a \$5 billion cut to Proposition 98), though the Governor chose not to specify how these reductions would be taken.

Impact on Community College
Source: Community College League

	March Budget	May Revise	Assembly Subcomm	Senate Subcomm
General Fund Apportionment Reduction	-\$400 million	-\$400 million	-\$400 million	-\$400 million
Student Fees (GF Apportionment Increase)	\$36/unit (\$110 million)	\$36/unit (\$110 million)	\$36/unit (\$110 million)	\$36/unit (\$110 million)
Deferral Reduction	None	\$350 million	\$410.7 million	\$347 million
Other Adjustments		<ul style="list-style-type: none"> • additional prop. tax revenue to close shortfall • suspend some mandated programs 	<ul style="list-style-type: none"> • additional prop. tax revenue to close shortfall • \$25M backfill student fee shortfall • rejected May Revise changes 	<ul style="list-style-type: none"> • additional prop. tax revenue to close shortfall • suspend some mandates
Impact of tax extension not passing: \$550 million reduction to community colleges				

2011-12 Major Revenue Assumptions

- State General Apportionment revenues are based on the 2010-11 First Principal Apportionment (P1), which include a net workload restoration for 2010-11 of approximately \$840,000.
- State General Apportionment revenues also include an approximate \$6.8 million reduction as a result of the proposed 2011-12 State Budget Proposal, assuming an All-Cuts or the worst case scenario. FABPAC (Financial and Budget Planning Advisory Council) recommended at its April 6 meeting, that the college move forward with the All-Cuts Scenario for budget planning purposes.

Base Apportionment Components	
Property Taxes	\$8,625,439
Enrollment Fees	3,602,569
State Apportionment	28,812,901
Total	\$41,040,909

- The budget is based on a funded FTES base of 7,651 after estimated workload reduction of nearly 17%.

Full-Time Equivalent Students (FTES)		
2010-11	Base FTES	8,955
2010-11	Workload Restoration	274
2010-11	Funded FTES	9,229
2011-12	Workload Reduction	(1,578)
2011-12	Rebenched FTES	7,651

- Enrollment fees are \$36 per unit.
- Bookstore outsourcing is being reviewed and incremental revenues of \$135,000 are included.
- For purposes of the Tentative Budget State Categorical Program funding is budgeted at the 2010-11 levels, less one-time and carryover funds.

2011-12 Major Expenditure Assumptions

- Step and column adjustments for all qualifying employees of \$346,624
- Salary increases of 1% for SCFA, CSEA, ALG (Administrative Leadership Group) amount to \$282,108
- Increase of \$837,010 for health and welfare benefits
- Increase of \$206,309 for PERS
- ALG has made the following concessions totaling \$199,294:
 - forego the 1% salary increase
 - suspend step & column movement
 - agree to eight furlough days
- Recruitment of two faculty positions: aeronautics and welding at \$127,596
- Property and liability insurance of \$420,327
- Retiree benefits are budgeted at \$123,000 and are transferred into an irrevocable trust, set up with the Community College League's Retiree Health Benefits JPA in which Solano College is a member district

The District has aggressively pursued several expense reduction strategies over the past year, continuing into 2011-12, with a projected annual savings of \$2,893,962. The college eliminated approximately 9% or 285 course sections of its offerings, realizing savings from adjunct professor salaries. Academic Affairs further implemented a re-organization, merging six instructional divisions into four schools, and reduced faculty release time. Additional savings are anticipated as a result of spending freezes in supplies, other operating expenditures, such as consulting, travel, printing, postage and others, and equipment accounts, as well as expenditure transfers to categorical grants.

Even with the aforementioned reduction strategies, \$1,942,450 in additional reductions are needed (see Page 9 – Unrestricted 2011-12 General Fund Budget), an amount representing concessions needed from the Solano College Faculty Association, its Classified Unions – CSEA and Local 39. And if those reductions are not achieved for fiscal year 2011-12 alternatives likely will include more draconian expenditure decreases, including suspension of all equipment purchases, significant reductions of other operating expenditures, supplies, overtime, temporary help, further considerable cuts to offerings, layoffs, and/or dipping below the 5% reserve levels. It is important to note that falling below the 5% reserve level has serious implications including being out of compliance with state and board guidelines, cash flow, credit rating and accreditation.

The College is also planning to realign categorical spending to be in line with certified funding and has tentatively budgeted special funds at approximate fiscal year 2010-11 levels.

Major Assumptions – Changes Between Two Budget Fiscal Years

Adjustments to Budgets:	Revenue	Expenditures
2011-12 Tentative Budget		
Revenues		
Bookstore Outsourcing	\$135,000	
Apportionment Reduction (All-Cuts Scenario)	<u>(6,815,000)</u>	
	<u>(\$6,680,000)</u>	
Expenditures		
1% Salary Increase		\$282,108
Health Benefits increase		\$837,010
PERS		\$206,309
Step & Column		\$346,624
Full-Time Faculty Hires		\$127,596
Property & Liability Insurance		\$419,362
Retiree Health Benefits (OPEB) Set-Aside		<u>\$123,000</u>
		<u>\$2,342,009</u>
<u>Administrative Reductions:</u>		
Class Schedules-285 Sections		(\$997,500)
Academic Re-Org		(\$414,000)
Release Time (3 FTE)		(\$115,000)
Reduction in Force (Academic & Student Affairs, Reprographics)		(\$175,993)
Other Operating Expenditures by Approximately 17.5%		(\$748,000)
Supplies by 15%		(\$132,689)
Equipment Purchases by 15%		(\$35,780)
Financial/Special Consultants		<u>(\$275,000)</u>
		<u>(\$2,893,962)</u>
Net Change in Revenues & Expenditures Between 2010-11 and 2011-12		<u>(\$6,128,047)</u>

Tentative 2011-12 General Fund Budgets -- Unrestricted and Restricted

	Current Year Budget 2010-11			Tentative Budget 2011-12		
	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined
	Revenue					
Federal Revenue	0	780,700	780,700	0	415,000	415,000
State Revenue	34,220,153	2,248,557	36,468,710	30,101,901	1,908,422	32,010,323
Local Revenue	15,588,954	544,774	16,133,728	13,373,008	530,000	13,903,008
Other Revenue	0	3,258	3,258	0	0	0
Total Revenue	49,809,107	3,577,289	53,386,396	43,474,909	2,853,422	46,328,331
Expenditures						
Academic Salaries	20,161,973	279,407	20,441,380	19,141,185	316,548	19,457,733
Classified Salaries	9,804,067	1,194,941	10,999,008	9,300,052	1,005,207	10,305,259
Employee Benefits	12,197,793	543,257	12,741,050	13,650,715	642,367	14,293,082
Supplies and Materials	1,134,590	447,846	1,582,436	751,901	170,617	922,518
Other Operating Exp and Services	6,681,209	474,015	7,155,224	5,700,571	407,355	6,107,926
Capital Outlay	288,534	424,692	713,226	202,754	89,369	292,123
Other Outgo		213,131	213,131		327,008	327,008
Additional Reductions Needed	0	0	0	(1,942,450)	(105,049)	(2,047,499)
Total Expenditures	50,268,166	3,577,289	53,845,455	46,804,728	2,853,422	49,658,150
Net (Decrease) in Fund Balance	(459,059)	0	(459,059)	(3,329,819)	0	(3,329,819)
Estimated Beginning Balance	3,162,710	0	3,162,710	5,670,055	0	5,670,055
Ending Balance	2,703,651	0	2,703,651	2,340,236	0	2,340,236
5% Reserve Balance	2,513,408	0	2,513,408	2,340,235	0	2,340,236
Undesignated Reserve Balance	190,243	0	190,243	0	0	0

Other District Funds

Debt Service Fund 21

Child Development Fund 33

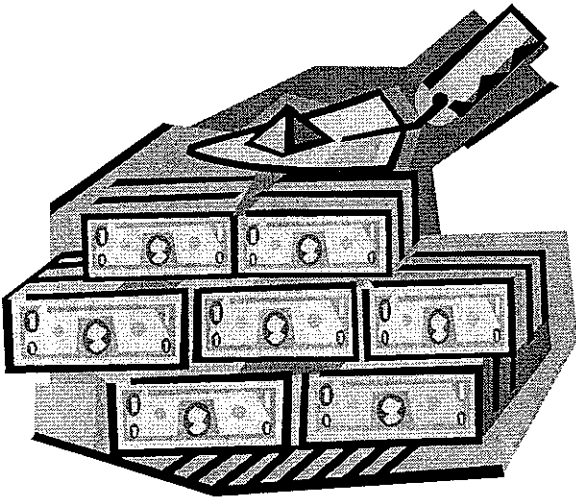
Capital Outlay Fund 41

Measure G Bond Fund 42

Bookstore Fund 51

Self-Insurance Fund 61

Financial Aid Fund 74



Debt Service Fund 21

The Debt Service Fund is established to account for re-payment of the Measure G Bond. Expenditures are covered by proceeds of the ad valorem property tax which is billed and collected by the Solano County Tax Assessor's Office.

PROPOSED BUDGET FISCAL YEAR 2011-12		
REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE	Adopted Budget	Proposed Budget
	2010-11	2011-12
REVENUES:		
Federal Sources	\$ -	\$ -
State Sources	-	-
Local Sources	6,750,756	6,750,756
Total Revenue	\$ 6,750,756	\$ 6,750,756
EXPENDITURES:		
Academic Salaries		
Other Staff Salaries	-	-
Employee Benefits	-	-
Supplies & Materials	-	-
Services & Other Operating	-	-
Capital Outlay	-	-
Debt Service - Principal	3,515,000	3,515,000
Debt Service - Interest	3,824,197	3,824,197
Total Expenditures	\$ 7,339,197	\$ 7,339,197
EXCESS REVENUES (EXPENDITURES)	\$ - (588,441)	\$ (588,441)
OTHER FINANCING SOURCES (USES)		
Other Sources		
Other Uses	-	-
Total Other Sources (Uses)	\$ -	\$ -
FUND BALANCE INCREASE (DECREASE)	\$ (588,441)	\$ (588,441)
BEGINNING FUND BALANCE		
Beginning Balance	5,765,063	5,176,622
Prior Year Adjustments		
Adjusted Beginning Balance	\$ 5,765,063	\$ 5,176,622
ENDING FUND BALANCE	\$ 5,176,622	\$ 4,588,181

Child Development Fund 33

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.

**PROPOSED BUDGET
FISCAL YEAR 2011-12**

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE	Adopted Budget 2010-11	Proposed Budget 2011-12
REVENUES:		
Federal Sources	66,844	32,300
State Sources	709,495	622,822
Local Sources	55,821	17,883
Total Revenue	\$ 832,160	\$ 673,005
EXPENDITURES:		
Academic Salaries		
Other Staff Salaries	462,834	418,855
Employee Benefits	276,287	281,217
Supplies & Materials	23,270	7,296
Services & Other Operating	69,769	7,964
Capital Outlay	-	-
Additional reductions needed	-	(42,327)
Total Expenditures	\$ 832,160	\$ 673,005
EXCESS REVENUES (EXPENDITURES)	\$ -	\$ -
OTHER FINANCING SOURCES (USES)		
Other Sources		
Other Uses	-	
Total Other Sources (Uses)	\$ -	\$ -
FUND BALANCE INCREASE (DECREASE)	\$ -	\$ -
BEGINNING FUND BALANCE		
Beginning Balance	-	-
Prior Year Adjustments		
Adjusted Beginning Balance	\$ -	\$ -
ENDING FUND BALANCE	\$ -	\$ -

Capital Outlay Fund 41

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.

PROPOSED BUDGET FISCAL YEAR 2011-12		
REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE	Adopted Budget 2010-11	Proposed Budget 2011-12
REVENUES:		
Federal Sources	\$ -	\$ -
State Sources	-	-
Local Sources	571,356	485,653
Total Revenue	\$ 571,356	\$ 485,653
EXPENDITURES:		
Academic Salaries		
Other Staff Salaries	-	-
Employee Benefits	-	-
Supplies & Materials	-	-
Services & Other Operating	15,000	350,000
Capital Outlay	100,000	-
Total Expenditures	\$ 115,000	\$ 350,000
EXCESS REVENUES (EXPENDITURES)	\$ 456,356	\$ 135,653
OTHER FINANCING SOURCES (USES)		
Other Sources		
Other Uses	(97,887)	-
Total Other Sources (Uses)	\$ (97,887)	\$ -
FUND BALANCE INCREASE (DECREASE)	\$ 358,469	\$ 135,653
BEGINNING FUND BALANCE		
Beginning Balance	3,038,841	3,397,310
Prior Year Adjustments		
Adjusted Beginning Balance	\$ 3,038,841	\$ 3,397,310
ENDING FUND BALANCE	\$ 3,397,310	\$ 3,532,963

Measure G Bond Fund 42

The Measure G 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.

PROPOSED BUDGET FISCAL YEAR 2011-12		
REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE	Adopted Budget 2010-11	Proposed Budget 2011-12
REVENUES:		
Federal Sources	\$ -	\$ -
State Sources	-	-
Local Sources	240,000	204,000
Total Revenue	\$ 240,000	\$ 204,000
EXPENDITURES:		
Academic Salaries		
Other Staff Salaries	-	100,000
Employee Benefits	-	35,000
Supplies & Materials	-	-
Services & Other Operating	1,500,000	1,500,000
Capital Outlay	11,087,702	7,500,000
Total Expenditures	\$ 12,587,702	9,135,000
EXCESS REVENUES (EXPENDITURES)	\$ (12,347,702)	\$ (8,931,000)
OTHER FINANCING SOURCES (USES)		
Other Sources		
Other Uses		
Total Other Sources (Uses)	\$ -	\$ -
FUND BALANCE INCREASE (DECREASE)	\$ (12,347,702)	\$ (8,931,000)
BEGINNING FUND BALANCE		
Beginning Balance	24,433,159	19,145,883
Prior Year Adjustments		
Adjusted Beginning Balance	\$ 24,433,159	\$ 19,145,883
ENDING FUND BALANCE	\$ 12,085,457	\$ 10,214,883

Bookstore Fund 51

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.

PROPOSED BUDGET		
FISCAL YEAR 2011-12		
REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE	Adopted Budget 2010-11	Proposed Budget 2011-12
REVENUES:		
Retail Sales	\$ 3,670,000	\$ 3,661,281
Cost of Goods Sold	2,900,000	2,929,025
Net Sales	\$ 770,000	\$ 732,256
EXPENDITURES:		
Academic Salaries		
Other Staff Salaries	\$ 425,275	\$ 403,743
Employee Benefits	160,000	224,627
Supplies & Materials	17,000	24,721
Services & Other Operating	160,000	119,700
Capital Outlay	25,000	0
Additional reductions needed	0	(21,102)
Total Expenditures	\$ 787,275	\$ 751,689
EXCESS REVENUES (EXPENDITURES)	\$ (17,275)	\$ (19,433)
OTHER FINANCING SOURCES (USES)		
Other Sources		
Other Uses	(35,000)	
Total Other Sources (Uses)	\$ (35,000)	\$ -
FUND BALANCE INCREASE (DECREASE)	\$ (52,275)	\$ (19,433)
BEGINNING FUND BALANCE		
Beginning Balance	640,781	588,506
Prior Year Adjustments		
Adjusted Beginning Balance	\$ 640,781	\$ 588,506
ENDING FUND BALANCE	\$ 588,506	\$ 569,073

Self-Insurance Fund 61

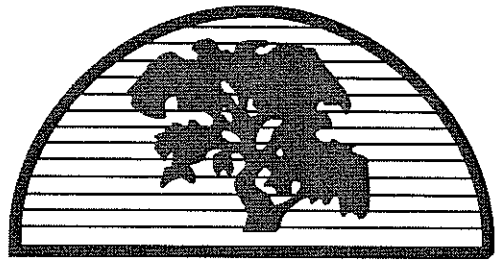
The Self-Insurance Fund was established from excess equity from the District's membership in the Northern California Community Colleges Self-Insurance Authority JPA. Its purpose is to pay for potential property and indemnity claims not covered by the JPA.

PROPOSED BUDGET FISCAL YEAR 2011-12		
REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE	Adopted Budget 2010-11	Proposed Budget 2011-12
REVENUES:		
Federal Sources	\$ -	\$ -
State Sources	-	-
Local Sources	-	5,000
Total Revenue	\$ -	\$ 5,000
EXPENDITURES:		
Academic Salaries		
Other Staff Salaries	-	-
Employee Benefits	-	-
Supplies & Materials	-	-
Services & Other Operating	419,362	-
Capital Outlay	-	-
Total Expenditures	\$ 419,362	\$ -
EXCESS REVENUES (EXPENDITURES)	\$ (419,362)	\$ 5,000
OTHER FINANCING SOURCES (USES)		
Other Sources		
Other Uses	-	-
Total Other Sources (Uses)	\$ -	\$ -
FUND BALANCE INCREASE (DECREASE)	\$ (419,362)	\$ 5,000
BEGINNING FUND BALANCE		
Beginning Balance	878,089	458,727
Prior Year Adjustments		
Adjusted Beginning Balance	\$ 878,089	\$ 458,727
ENDING FUND BALANCE	\$ 458,727	\$ 463,727

Financial Aid Fund 74

Financial Aid funds are intended to help students pay educational expenses including tuition and fees, books and supplies, etc. for education and are comprised of federal and state sources and available amounts are primarily driven by the number of FAFSA (Free Application for Federal Student Aid) applications submitted by students and processed by the college.

PROPOSED BUDGET FISCAL YEAR 2011-12		
REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE	Projected 2010-11	Proposed Budget 2011-12
REVENUES:		
Federal Sources	11,691,681	14,472,083
State Sources	463,216	503,000
Local Sources	-	-
Total Revenue	\$ 12,154,897	\$ 14,975,083
EXPENDITURES:		
PELL	9,671,891	10,500,000
FSEOG	164,470	172,083
ACG	36,213	
Direct Loans	1,819,107	3,800,000
Cal Grants	463,216	503,000
	-	-
Total Expenditures	\$ 12,154,897	\$ 14,975,083
EXCESS REVENUES (EXPENDITURES)	\$ -	\$ -
OTHER FINANCING SOURCES (USES)		
Other Sources		
Other Uses	-	
Total Other Sources (Uses)	\$ -	\$ -
FUND BALANCE INCREASE (DECREASE)	\$ -	\$ -
BEGINNING FUND BALANCE		
Beginning Balance	-	-
Prior Year Adjustments		
Adjusted Beginning Balance	\$ -	\$ -
ENDING FUND BALANCE	\$ -	\$ -



SOLANO

COMMUNITY COLLEGE

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: SOLICIT REQUEST FOR PROPOSALS (RFP'S) FOR
INVESTMENT BANKER/UNDERWRITER AND PUBLIC
OPINION POLLING FIRM

REQUESTED ACTION: APPROVAL

SUMMARY:

In anticipation of a future local Proposition 39 general obligation bond election, District staff is recommending a Request for Proposal (RFP) be issued to solicit qualifications from firms that would serve as the investment banker/underwriter in this process. The investment banker/underwriter would assist the District in developing several potential bond strategies based upon total assessed valuation in the District, Proposition 39 regulations and tax rates required to fund the facilities plan, as well as present the District with ideas as to how a second bond authorization can be integrated with outstanding District bonds to lessen the impact on taxpayers. The investment banker/underwriter would work on a contingent fee basis and only be paid for this work if the District conducts a successful election and issues bonds.

A request is also being made to authorize the issuance of an RFP to solicit qualifications from firms specializing in public opinion polling and research to assess the viability of a local bond and potential for successful passage. The public opinion survey will provide information on how likely it is the bond would pass, how much in total taxpayers may support, tax rate and what types of projects voters would favor. This service can be funded from redevelopment funds.

Government Code: N/A Board Policy: 3220 Estimated Fiscal Impact: \$N/A

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Yulian I. Ligioso, Vice President
Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209


TELEPHONE NUMBER

Finance & Administration

ORGANIZATION

June 3, 2011

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT


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

June 3, 2011

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: STATE SMALL BUSINESS JOBS ACT FUNDING FOR THE
SMALL BUSINESS DEVELOPMENT CENTER (SBDC)

REQUESTED ACTION: APPROVAL

SUMMARY:

The agenda item is to approve a subcontract with the Humboldt State University Sponsored Programs Foundation, the Lead Center for the Northern California Small Business Development Center (SBDC) Program, for the Solano College SBDC to provide entrepreneurial and business development training and counseling to small business owners in Solano County. The source of the funding is from the Small Business Jobs Act (AB 901) passed by the State legislature last September that provided \$6 million in funding for the California SBDC network. This subcontract represents the Solano College SBDC's share of this funding and will be used as match for the \$100,000 in core SBA funding the SBDC will receive in CY 2011. The amount of the subcontract is \$71,146, and the term of the subcontract will cover the period from January 1, 2011 through June 30, 2011.

A copy of the grant agreement is available in the Office of the Superintendent-President, the Office of the Vice President of Finance and Administration, and in the Office of the Small Business Development Center.

Government Code: CFR Title 13 Board Policy: 3520 Estimated Fiscal Impact: \$71,146
State SBA Funding for SBDC

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Charles Eason, Director
Small Business Development Center

PRESENTER'S NAME

360 Campus Lane, Suite 102, Fairfield CA 94534

ADDRESS

(707) 864-3382

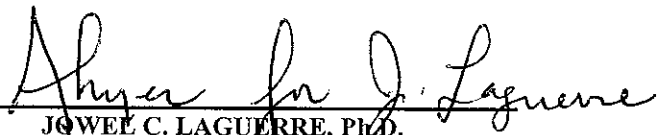
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

June 3, 2011

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**


JEWEL C. LAGUERRE, PH.D.
Superintendent-President

June 3, 2011
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board
SUBJECT: FEDERAL SMALL BUSINESS JOBS ACT FUNDING FOR
THE SMALL BUSINESS DEVELOPMENT CENTER
(SBDC)

REQUESTED ACTION: APPROVAL

SUMMARY:

The agenda item is to approve a subcontract with the Humboldt State University Sponsored Programs Foundation, the Lead Center for the Northern California Small Business Development Center (SBDC) Program, for the Solano College SBDC to provide entrepreneurial and business development training and one-on-one counseling to small business owners in Solano County. The source of the funding is one-time funding from the Small Business Jobs Act passed by Congress last September that provided \$50 million in un-matched Small Business Administration (SBA) funding for the national SBDC network. This subcontract represents the Solano College SBDC's share of this funding and will supplement the \$100,000 in core SBA funding the SBDC will receive in CY 2011. The amount of the subcontract is \$47,259 and the term of the subcontract will cover the period from January 1, 2011 through December 31, 2011.

A copy of the grant agreement is available in the Office of the Superintendent-President, the Office of the Vice President of Finance and Administration, and in the Office of the Small Business Development Center.

*Government Code: CFR Title 13 Board Policy: 3520 Estimated Fiscal Impact: \$47,259
Federal SBA Funding for SBDC*

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Charles Eason, Director
Small Business Development Center

PRESENTER'S NAME

360 Campus Lane, Suite 102
Fairfield, CA 94534

ADDRESS

707-864-3382

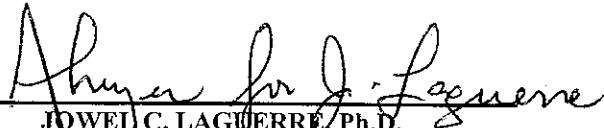
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

June 3, 2011

DATE SUBMITTED TO


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

June 3, 2011
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

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

TO: Members of the Governing Board
SUBJECT: CHILDREN'S PROGRAM FUNDING
REQUESTED ACTION: INFORMATION

SUMMARY:

Christie Speck, Director of the Children's Programs, will present information about the impact of the California State Budget trailer bills signed into law in March 2011. A 25% reduction to the general childcare funding and a 19% reduction to the preschool funding will result in changes to the service delivery options.

The Governing Board will be given an approximate idea of how the program plans to operate in 2011-2012 as a result of the loss of funding from the California Department of Education Child Development Division.

<i>Government Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact:</i>	\$160,000.00
SUPERINTENDENT'S RECOMMENDATION:		<input type="checkbox"/> APPROVAL	<input type="checkbox"/> DISAPPROVAL
		<input checked="" type="checkbox"/> NOT REQUIRED	<input type="checkbox"/> TABLE

Christie Speck, Director
Children's Programs

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

ADDRESS

(707) 864-7183

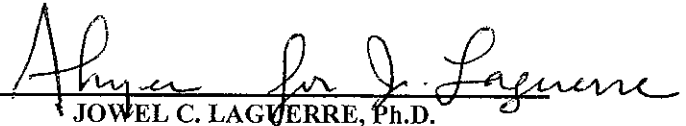
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

June 3, 2011

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.

Superintendent-President

June 3, 2011

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: DRAFT BOOKSTORE REQUEST FOR PROPOSAL (RFP)
REQUESTED ACTION: INFORMATION

SUMMARY:

At the regular Board meeting held on May 18, 2011, Yulian Ligioso, Vice President of Finance & Administration, presented information on the proposed outsourcing of bookstore services. It was requested to review the Request for Proposal (RFP) specifications prior to its issuance. A draft RFP is provided to the Board under separate cover. A copy may be obtained at the Office of the Vice President of Finance & Administration.

Government Code: N/A Board Policy: 3700 Estimated Fiscal Impact: \$ N/A

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Yulian I. Ligioso, Vice President
Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

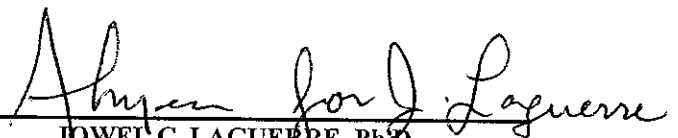
TELEPHONE NUMBER

Finance & Administration

ORGANIZATION

June 3, 2011

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**


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

June 3, 2011
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**