

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

UNADOPTED MINUTES

July 17, 2013

1. CALL TO ORDER

A regular meeting of the Solano Community College District Governing Board was called to order at 6:30 p.m., on Wednesday, July 17, 2013, in the Administration Building, Suite 201, located at 360 Campus Lane, Fairfield, California 94534 (First Floor-West Lobby), by Board President Sarah Chapman.

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

At the request of Board President Chapman, Mr. Joseph D. Mickelsen, VFW, led those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

Members Present:

Sarah E. Chapman, Ph.D., President
Pam Keith, Vice President
Monica Brown
Denis Honeychurch, J.D.
Michael A. Martin
Rosemary Thurston
A. Marie Young
Latifah Alexander, Student Trustee
Jowel C. Laguerre, Ph.D., Secretary

Members Absent:

None

Others Present:

Charo Albarran, Interim Director, Human Resources
Yulian Ligioso, Vice President, Finance and Administration
Diane M. White, Interim Vice President, Academic Affairs
Judy Spencer, Executive Coordinator, Superintendent-President and Governing Board

4. APPROVAL OF AGENDA

Board President Chapman reported that Dr. Jowel Laguerre, Superintendent-President, made the following corrections to the Agenda.

Item 13.(a), Korean War Armistice Day, Resolution, No. 13/14-01, Page 34, Line 11, Passes and Adopted, This 17th day of ~~June 2013~~ should read as **July 2013**.

Item 13.(d), Hanover Research Partnership Agreement, Page 46, is pulled.

Moved by Trustee Young and seconded by Trustee Brown to approve the Agenda as corrected. The motion carried unanimously.

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Board President Chapman recognized the following members of the public who requested to comment on Item 13.(a), Korean War Armistice Day, Resolution, No.13/14-01, Dinah L. Villanueva, Vallejo Sister City Commission; Mr. George McKinney, and Mr. Joseph D. Mickelsen. Their comments were deferred to later on the agenda.

Board President Chapman recessed the regular meeting at 6:36 p.m.

6. CLOSED SESSION

- (a) Conference with Real Property Negotiator
Properties: Northgate Office Park, N.W. Corner Turner and Ascot
Parkways, Vallejo, California 94591
S.W. Corner Auto Mall/Columbus Parkway and Admiral Callaghan
Lane, Vallejo, California 94591
Negotiating Party: Jowel C. Laguerre, Ph.D.
Negotiating Parties: Solano Community College District and H.R.Van
Triest, LLC/Elliott Real Estate; Peggy Cohen-Thompson, Prestige Realty @
Business Solutions
Under Negotiation: Price and Terms of Payment
- (b) Conference with Labor Negotiator
Agency Negotiator: Charo Albarrán
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (c) Public Employee Discipline/Dismissal/Release

Board President Chapman called the Closed Session to order at 6:41 p.m.

7. RECONVENE REGULAR MEETING

Board President Chapman reconvened the regular meeting at 7:24 p.m.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Chapman reported that the Board held Conference with Real Property

Negotiators and discussed properties located at Northgate Office Park, N.W. Corner Turner and Ascot Parkways, Vallejo, California 94591; S.W. Corner Auto Mall/Columbus Parkway and Admiral Callaghan Lane, Vallejo, California 94591 in Closed Session, and no action was taken.

Board President Chapman reported that the Board held Conference with Labor Negotiator CCA/CTA/NEA, CSEA, Operating Engineers—Local 39 in Closed Session, and no action was taken.

Board President Chapman reported that the Board discussed Public Employee Discipline/Dismissal/Release in Closed Session, and no action was taken.

9. REPORTS (NO ACTION REQUIRED):

(a) Academic Senate

There was no report from the Academic Senate.

(b) Superintendent

Dr. Jowel Laguerre, Superintendent, reported that the move from Building 600 to 360 Campus Lane went very smoothly. Building 600 is no longer accessible. Work is progressing well and we are moving forward with the remodel.

Dean Morinec reported to Dr. Laguerre that our Automotive Technology classes are full, with excellent faculty leadership, who is planning great things for the program. In a recent meeting with the *Vacaville Reporter*, they were excited to learn that this program has begun again and are pleased with our overall progress at the College. Dr. Laguerre thanked Dean Morinec and IVP White for their efforts on behalf of this program.

A significant number of new faculty were hired over the summer and we are ramping up for a good fall start.

Dr. Laguerre reported that he will be visiting a Veterans' Center in San Diego tomorrow, July 18, in preparation for the development of our own V.A. Center. This is our commitment to the voters of Solano County.

There will be disruption in the north and south parking lots due to the installation of solar panels. We are excited to see this project moving forward and will be giving future updates on our progress.

I recently served the county by being selected as a Juror and Foreman of the Jury this past Monday and Tuesday.

10. CONSENT AGENDA – ACTION ITEMS

Board President Chapman stated that Dr. Jowel Laguerre, Superintendent-President, made the following specific corrections to the Consent Agenda:

Board Study Session Minutes, June 5, 2013, Page 5, Line 32, should read as follows: Mr. Casnocha reported that the first batch of bonds in the amount of ~~\$80M~~ ***\$120M*** was successfully sold. ~~Future bonds will be sold when the stock market improves.~~ ***The refunding of Measure G will occur when the Market improves.***

Item 10.(c), Consent Calendar, Human Resources, Page 7, Lines 13, 16, 17, 27, and 28 as follows:

<i>Julia Kiss</i>	<i>Nursing Skills Instructor</i>	<i>08/09/13</i>
<i>Erin Craig</i>	<i>Nursing Full-time Instructor</i>	<i>08/09/13</i>
<i>Valerie Ozsu</i>	<i>Nursing Full-time Instructor</i>	<i>08/09/13</i>
<i>TBA-REMOVED</i>	<i>FT Temp. History</i>	<i>TBA</i>
	<i>Inst.(Changed to FT from PT</i>	

Item 10.(d), Consent Calendar – Finance and Administration, Page 16, Lines 15 and 16, Baumann and Associates, July 17, ~~2014~~ should read as ***July 17, 2013***; and August 15, ~~2013~~ should read ***August 15, 2014***.

Superintendent-President

- (a) Minutes for the Board Study Session held June 5, 2013; Board Retreat held June 8, 2013, and Regular Meeting held June 19, 2013
- (b) Amendment to Standard Contract Workforce Investment Board of Solano County

Human Resources

- (c) Employment – 2013-2014; Gratuitous Service; Request for Reduced Workload; Request for Unpaid Leave of Absence, Resignation to Retire

Finance and Administration

- (d) Warrant Listings
- (e) Personal Services Agreement
- (f) Extend Agreement with Roy V. Stutzman for Consulting Services

Academic and Student Affairs

- (g) Renewal of Children’s Programs Contract California State Preschool Program and Resolution

- (h) Memorandum of Understanding Between Bay Area Clean Water Agencies and Solano Community College District
- (i) Alternative and Renewable Fuels Vehicle Technology Program Training Grant
- (j) Memorandum of Understanding Between Solano Community College and Fairfield-Suisun Unified School District

Moved by Trustee Thurston and seconded by Trustee Honeychurch to approve the Consent Agenda as corrected. The motion carried unanimously with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Latifah Alexander Concurred.

AYES: Trustee Brown, Trustee Honeychurch, Vice President Keith, Trustee Thurston, Trustee Young, Trustee Martin, and Board President Chapman

NOES: None

ABSENT: None

11. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the Consent Agenda.

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

- (a) Resignations to Retire – Kathleen Callison and Jose Ramos

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Kathleen Callison	Administrative Assistant III Counseling & Special Services 10 years, 4 months of service at SCC	12/30/13
Jose E. Ramos	SCC Campus Police Officer 12 years, 5 months of service at SCC	08/09/13

Moved by Trustee Honeychurch and seconded by Trustee Martin to approve the resignations to retire as follows: Kathleen Callison, effective December 30, 2013; and Jose E. Ramos, effective August 9, 2013. The motion carried unanimously.

13. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent-President

- (a) Korean War Armistice Day, Resolution, No.13/14-01

Solano Community College District Governing Board supports the California Senate and Assembly in recognizing July 27, 2013, as the 60th Anniversary of the Korean War Armistice Day and encourages educators, students, and residents to observe the event with appropriate ceremonies and activities that honor and thank our distinguished Korean War veterans and those who lost their lives for freedom's sake.

Board President Chapman recognized Ms. Dinah Villanueva who requested to comment on Item 13.(a).

Trustee Young introduced Ms. Dinah Villanueva, a member of the Vallejo Sister City Commission, who read remarks to the Board on behalf of the Republic of Korea Consul General of San Francisco, the Honorable Han Dong-man, as he nor his staff could be present because they were attending to the survivors of the tragic accident at San Francisco airport. The statement reflected comments on behalf of the eleventh President of the Republic of Korea, Madam Park Geun-hye, commemorating the 60th anniversary of the Military Armistice Agreement, which ended the Korean War in her homeland.

Board President Chapman recognized Mr. George McKinney who requested to comment on Item 13.(a).

Mr. McKinney served in the U.S. Navy between 1950-54, and was stationed at Mare Island. He was transferred to an aircraft carrier for seven months, serving in Korea. He stated how proud he was to be able to serve the United States of America and be a partner with the Koreans.

Board President Chapman recognized Mr. Joseph D. Mickelsen who requested to comment on Item 13.(a).

Mr. Joseph D. Mickelsen, a combat veteran of foreign wars from the front lines; rifleman and medic, recited some of his military experiences and memories while serving in the Korean War for thirteen months on the front lines. He said, "It was an honor to serve our country."

Mr. Mickelsen invited the Board to an event being held July 27, 1 p.m., at the Vallejo Veterans Memorial Building, honoring Korean War veterans. Mr. Mickelsen stated that if it were not for the U.S. Air Force and U.S. Navy we wouldn't be here today.

Moved by Trustee Young and seconded by Trustee Thurston to approve the Korean War Armistice Day, Resolution, No.13/14-01, effective July 17, 2013, as presented. The motion carried with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE: Latifah Alexander Concurred.

AYES: Trustee Young, Vice President Keith, Trustee Thurston, Trustee Honeychurch,
Trustee Martin, Trustee Brown, and Board President Chapman

NOES: None

ABSENT: None

Finance and Administration

- (b) Resolution of the Board of Trustees of the Solano Community College District Approving Amended and Restated Bylaws for the Solano Community College District Citizens Bond Oversight Committee, Resolution No. 13/14-02

It was recommended by the existing Measure G Citizens Bond Oversight Committee to amend and restate the bylaws to reflect a dual oversight role of the Citizens Bond Oversight Committee for both Measure G and Measure Q.

Moved by Trustee Thurston and seconded by Trustee Young to approve the Resolution of the Board of Trustees of the Solano Community College District Approving Amended and Restated Bylaws for the Solano Community College District Citizens Bond Oversight Committee, Resolution No. 13/14-02, effective July 17, 2013, as presented. The motion carried with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE: Latifah Alexander Concurred.

AYES: Vice President Keith, Trustee Thurston, Trustee Honeychurch, Trustee Martin, Trustee Brown, Trustee Young, and Board President Chapman

NOES: None

ABSENT: None

- (c) Appointment to the Citizens Bond Oversight Committee (CBOC)

The CBOC Adhoc Subcommittee of the Governing Board recommended Gary Bertagnoli for approval as a Business Representative appointment to the Citizens Bond Oversight Committee. Trustee Thurston, Chair of the Board CBOC Adhoc Subcommittee reported that Mr. Bertagnoli lives in Vacaville, California, own his own pharmacy in Winters, and taught as an adjunct professor, Nurse's Pharmacology, at Napa Valley College.

Moved by Trustee Thurston and seconded by Trustee Honeychurch to approve Mr. Gary Bertagnoli from Vacaville, California as a Business Representative to the Citizens Bond Oversight Committee. The motion carried unanimously.

Academic and Student Affairs

- (d) Hanover Research Partnership Agreement

This item was pulled from the Agenda.

14. INFORMATION/ACTION ITEMS – ACTION MAY BE TAKEN

- (a) Proposed New Job Description—Deputy Sector Navigator (Administrative Leadership Group)

The new position, Deputy Sector Navigator in the Administrative Leadership Group, was created as part of the Chancellor's Office implementing the Economic and Workforce Development Program (EWDP). The Sector Navigator will respond to the Interior Bay Area regional needs within the healthcare sector. This position is funded through the Small Business Sector Navigator Grant.

Moved by Trustee Young and seconded by Trustee Brown to approve the new job description for Deputy Sector Navigator in the Administrative Leadership Group as presented. The motion carried unanimously.

15. INFORMATION ITEMS – NO ACTION REQUIRED

(a) First Reading – Administrative Leadership Group Proposal for Revised Board Policy 4800-Student Learning Outcomes and Service Area Outcomes

In order to meet the standards and increase institutional effectiveness, the ACCJC Team during the Team Visit on November 13, 2012, recommended that the College develop and implement appropriate policies and procedures that incorporate effectiveness in producing student learning outcomes into the evaluation process of faculty and others directly responsible for student progress toward achieving student learning outcomes (Standards, II.A.1.c, II.A.2.e, II.A.2.f, III.A.1.c). The College addressed this recommendation with revisions to Sections 4840.2(C) and 4840.3 (C), of the Administrative Leadership Group Board Policy 4800.

Dr. Laguerre advised that Board Policy 4840.3(C) has been amended slightly as follows: The educational administrator will be evaluated by their participation in drafting, measuring, and assessing the student learning outcomes, as well as guiding and assisting faculty *and staff* in SLOs assessment activities. This change will be reflected in the second reading for Board approval August 7, 2013.

(b) Bonds Communication Plan

Dr. Jowel Laguerre, Superintendent-President, introduced Mr. Leigh Sata, our new Executive Bonds Manager, who started with the District July 1.

Ongoing design and construction for Measure G and Q may create challenges for the operation of the College, including issues of safety, changes to existing pedestrian patterns, noise, dust and other temporary inconveniences. Confusing and/or inconsistent communication about items that affect our students, faculty and staff may lead to misunderstandings about the bond, unrealistic expectations, and concerns that the bond team is not engaged in a meaningful way with the on campus and off campus community.

Goals for the Bond Communication Plan include:

- Strategic, consistent and timely means of communication to the internal and external community about planning and construction issues.

- Provide a means of communication that allows for inquiry and follow-up from the bond team.
- Create protocols for tracking and progress on bond issues.
- Create protocols to ensure the safety of the community.
- Synchronize new procedures and methods with existing wherever.

A copy of the PowerPoint presentation on Measure G updates for Fairfield, Vacaville, and Vallejo by Mr. Leigh Sata, Executive Bonds Manager, is available for review in the Office of the Superintendent-President and Office of the Executive Bonds Manager.

16. ANNOUNCEMENTS

Dr. Jowel Laguerre, Superintendent-President, announced that there will be a campus-wide breakfast hosted by the President and a Presidential Award Ceremony on Friday, August 9, 2013, beginning at 8:00 a.m., in the back-half of the cafeteria. The State of the College Address will be held in the Theatre, beginning at 9:30 a.m., with opportunity for questions and answers with the President at 10:00 a.m. The Board is welcome to attend all of these events, including a community lunch beginning at noon.

Trustee Martin announced that he will be attending the ACCT New and Experienced Trustees Governance Leadership Institution in Washington, D.C., beginning August 6 - 8, 2013. Trustee Martin stated he is looking forward to this learning experience.

Board President Chapman announced the 2nd Annual Tee Off for Athletes Golf Invitational to benefit the SCC Athletics Department will be held Friday, September 27, 2013 at the Hiddenbrooke Golf Club, Vallejo, California. The deadline to RSVP is September 23, 2013. We need your help to get the word out how local businesses can help support this big event by purchasing tee signs for only \$150.

17. ITEMS FROM THE BOARD

Trustee Young reported that she would submit her activities under separate cover for inclusion in the minutes. Trustee Young attended the following College and community events:

June 2013

- 27** Represented Trustee Honeychurch as an alternate Board member at the SCCD Measure Q Meeting that was Chaired by Roy V. Stutzman, Consultant, which was held in Building 1400 on the Fairfield campus.

July 2013

- 12** Attended a reception at the Vallejo Naval Museum that was sponsored by the Dance Theatre of Harlem Committee. Grammy nominated singer Miki Howard and jazz artist Faye Carol were present at the reception.

- 12** Attended a concert at the California Maritime Academy that was sponsored by the Dance Theatre of Harlem Committee. The concert featured Miki Howard, Faye Carol, and others entitled, “Women of Jazz and R&B.” This is one of several fundraisers planned this summer in order to bring Dance Theatre of Harlem to Vallejo in October. Dance Theatre of Harlem is scheduled to perform twice while in Vallejo. The first performance will be on Friday, October 25 at Vallejo High School for the students there. The second community event will be held on Saturday, October 26 at Hogan Middle School Auditorium.

18. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:26 p.m.

JCL:js

BOARD MINUTES.07.17.13.FINAL

SARAH E. CHAPMAN, Ph.D.
BOARD PRESIDENT

APPROVED _____

JOWEL C. LAGUERRE, Ph.D.
SECRETARY

SCCD Board minutes are summarized per SCCD Board Policy 1045 and 1046. To listen to the full deliberation of the Board, please contact the Office of the Superintendent-President within thirty (30) days