

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

UNADOPTED MINUTES
October 2, 2013

1. CALL TO ORDER

A Board Study Session of the Solano Community College District Governing Board was called to order at 6:30 p.m., on Wednesday, October 2, 2013, in the Administration Building, Suite 201, located at 360 Campus Lane, Fairfield, California 94534 (First Floor-West Lobby), by Board Vice President Pam Keith.

Vice President Keith informed the public that all votes would be by a **roll call vote**.

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

At the request of Vice President Keith, Mr. Leigh Sata, Executive Bonds Manager, 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*

*Vidyo Conference – Sheraton Seattle Hotel – 1400 – 6th Avenue, Seattle, WA 98101
206-621-9000

Board President Sarah Chapman, Trustee A. Marie Young, and Superintendent-President Dr. Jowel Laguerre participated via Vidyo conference.

**Teleconference – Courtyard by Marriott – Boston Logan Airport – 225 William F. McClellan Highway, Boston, MA 02128
617-569-5250

Trustee Rosemary Thurston participated via teleconference.

➤ *Arrived after roll call.*

Members Absent:

None

Others Present:

Dr. Susanna Gunther, President, Academic Senate
Dr. Shirley Lewis, Dean, Student Services
Leigh Sata, Executive Bonds Manager
Diane M. White, Interim Vice President, Academic Affairs
Judy Spencer, Executive Coordinator, Superintendent-President and Governing Board

4. APPROVAL OF AGENDA

Moved by Trustee Brown and seconded by Trustee Martin to approve the Agenda as presented. The motion carried unanimously with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE: Latifah Alexander Concurred.

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

NOES: None

ABSENT: Trustee Thurston

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Vice President Keith recognized Ms. Judith Franco and Ms. Ivonne Vaughn from the city of Vacaville Youth Roundtable, who requested to comment on the Vacaville Youth Master Plan (VYMP). Ms. Franco reported that the original Youth Master Plan was established in 2000, and in 2010 the Vacaville Youth Round Table selected the VYMP revision as one of its Gold Medals for the Sierra Health Foundation's REACH grant objective, which ends in December 2013. Ms. Franco advised the Board that they will return to give an update on the VYMP at a future Board Study Session.

Vice President Keith recognized Dr. Susanna Gunther, President of the Academic Senate, who requested to comment on LR10. Dr. Gunther relayed information to the Board regarding proposals that went to the Curriculum Committee for approval, but due to the lack of communication, the proposals were somehow changed. Dr. Gunther read a copy of a resolution approved by the Academic Senate.

*A copy of the resolution is available for review on the Solano College Web site at www.solano.edu (Governing Board – Minutes – October 2, 2013 - **Appendix A**).*

Dr. Jowel Laguerre, Superintendent-President, stated that IVP White is aware of this issue and will report to the Board at a future meeting on the whole viewpoint and steps taken.

Vice President Keith recognized Mr. George Guynn, President, Central Solano Citizen Taxpayer Group, (CSCTG) who requested to comment on the Brown Act. Mr. Guynn commented that the sign in sheet located on the Press Table listing those in attendance at the Governing Board meeting is a violation of the Brown Act, stating *signing, registering, or completion of this document is voluntary. All persons may attend the Board meeting regardless of whether a person signs, registers, or completes this document (Brown Act, SS 54953.3).*

NOTE: At the Board recess, Judy Spencer shared the attendance sign-in sheet for the evening with Mr. Guynn, which is the same document used for every Board meeting, and informed him that the Brown Act Section is clearly spelled out on each page--*signing, registering, or completion of the document is voluntary.*

Mr. Guynn also commented on the questionable area of receiving comment cards at the beginning of the meeting as opposed to randomly during a meeting. He stated in the best interest of transparency that perhaps the Board may want to adjust their rules to be more lax instead of embracing stiff requirements.

6. REPORTS (NO ACTION REQUIRED):

(a) Civil Rights Travel Course, Summer 2013

Facilitated by Dr. Karen McCord, Professor

Dr. McCord provided under separate cover the SCC Social Science 53 Civil Rights Travel Course, June 20-28, 2013, itinerary for the Board members. Included are short bios of the presenters, pictures of places visited, and highlights of the day's itinerary. Dr. McCord is assisted by Dr. Ella Clark-Tolliver with this travel. She began by stating this is the 5th year of the class. The students go to places of the American Civil Rights movement in the southern part of the United States. This course was developed by Dr. McCord after her sabbatical leave and has been popular ever since. One of the significant highlights of the course is that most of the students have not traveled outside of California; therefore, having the opportunity to leave the state and go to important places like the states that are part of our civil rights history is important and enriching.

Dr. McCord shared letters from former students telling about their life-changing experiences that helped them to understand the past and provided motivation and empowerment to live a more deliberate, servant, and conscious life.

(b) Solano Community College Leadership Academy (June 5-7, 2013) Reflections

*Facilitated by Dean Máire Morinec, School of Applied Technology and Business;
Interim Dean Barbara Pavão, Counseling; and Director Dwight Calloway, Facilities*

Dean Morinec stated that she is a graduate of the first leadership academy, at which she never felt more supported in her leadership journey than at this time. The leadership team spent three days with Dr. Pam Fisher, AACC Consultant/Facilitator, who guided the team through a myriad of topics and guest speakers who shared their wisdom, expertise, and knowledge of their work within the community college system. The speakers included: Day 1 – **Dr. Pam Fisher** (Leadership in Times of Crisis), ACCT Consultant; **Dr. Kris Abrahamson** (The Leaders' Role in Accreditation Planning and Assessment), Dean of Liberal Arts and Sciences, Santa Rosa Junior College; Day 2 - **Ms. Teresa**

Tena (Understanding Community College Finance and Budget Development), Vice President, Finance, Community College League of California; **Mr. Scott Lay** (California’s Community Colleges: The State and National Perspectives), President, Community College League of California; **Dr. Andrew Jones** (The Leaders Role in Promoting Inclusion), Chancellor, Coast Community College District; and Day 3 – **Dr. Brice Harris** (Student Success in California’s Community Colleges), Chancellor, California Community Colleges. **Yulian Ligioso**, Vice President, Finance and Administration, presented on Finance and Budget at Solano College, and **Dr. Laguerre, Dr. Lily Espinoza, and Dean Máire Morinec** presented on professional Development for Solano College Leaders. Dean Morinec commented that it was a terrific opportunity and the experience was life changing.

Director Calloway stated, from his perspective, that Day 2 was the most exciting. He learned about California Community College funding and how we are financed through the state, and how the 112 community colleges are funded. Director Calloway talked about his personal development as a result of this experience and thanked Dr. Laguerre for the superlative venue and for the opportunity to “breathe those three days.” It also offered a good way to be away from campus to talk to and share with his colleagues who have some of the same problems he deals with.

I/Dean Pavão stated that she attended the academy on the second day of her new job as Interim Dean of Counseling. Having attended many conferences as a faculty member, she compared this opportunity as remarkable. The caliber of presentations was beyond what she had experienced before. She stated how she was made to feel special and was grateful, as a new person in her new role, to meet her colleagues and understand the nature of their work better. It made the transition from faculty to management more understandable.

Vice President Keith recessed the Board Study Session at 7:16 p.m.

Vice President Keith reconvened the Board Study Session at 7:21 p.m.

Trustee Thurston arrived via teleconference at 7:22 p.m.

(c) Channel 26 Partnership

Facilitated by Diane White, Interim Vice President, Academic Affairs; and David A. White, Assistant City Manager, City of Fairfield

Ms. Diane White, together with Mr. David White thanked the Board for the opportunity to report on the Channel 26 potential partnership. Ms. White introduced Mr. Garrison and Mr. Wade who manage Channel 26 and the video system. She stated this represents an opportunity for the College and the TV station to revive the Solano College media/certificate program, offer student internships, revitalize space and equipment needs, offer a “real world environment”, and create a buzz about mass media, film, and sports broadcasting to our students...*and this is only the beginning.*

A PowerPoint presentation offered visually the current TV Room 121 and the new proposed configuration, adding a control room area. This partnership will upgrade our video/audio equipment, relocate the station headend, and operate and maintain Channels 26, 27, and 28 from our campus location. Channel 28 will allow educational programming to occur.

This concept is still in the exploratory phase, and the District is working with the Executive Bonds Manager to make sure it is affordable. From the city perspective, this will be an opportunity to gain access to more adequate indoor space and from the College perspective allow us to grow and expand our media program—a win-win opportunity for both entities.

(d) Jimmy Doolittle Center Memorandum of Understanding

Facilitated by Leigh Sata, Executive Bonds Manager; Edward McFarlan, Principal, JRDV Urban International; and Brian McInerney, CEO, Jimmy Doolittle Museum Education Foundation

Mr. Sata reviewed with the Board previous discussions held with the Board that included Mr. McInerney and Mr. McFarlan relative to mutual goals, photos of site plans, and previous minutes.

Solano Community College and the Jimmy Doolittle Center are interested in shared planning and construction of facilities that will allow shared classrooms, lecture theatres, flight simulators, and aviation education. By doing so, this will allow SCC and JDC to leverage resources and save costs.

A PowerPoint presentation recited the features of the Memorandum of Understanding as follows:

- Purchase of two parcels of land – 11.4 acres combined.
- \$1.6M for both parcels equaling \$3.22/sf; cost sharing on a pro rata basis.
- Encumbrances to be negotiated at a later date, costs TBD.
- Reciprocal easement for site features.
- Allowing SCCD to proceed as stand-alone entity.
- SCCD contribution capped at \$15M.

A full and complete copy of the PowerPoint presentation is available for review in the Office of the Superintendent-President, and the Office of the Executive Bonds Manager.

Approval of the MOU will be requested at the next regular Board meeting.

Vice President Keith acknowledged Mr. George Guynn, who requested to comment on the Jimmy Doolittle Center Memorandum of Understanding. Mr. Guynn stated that he is concerned that Measure Q is involved with this project. He asked, “If the Jimmy Doolittle Center isn’t able to come up with their fair share of the money, what does this mean in dollars for the District, and is this something the District wants to do?” Mr. Guynn cautioned the District to be sure this is something that is affordable and in the best interest of all concerned.

7. NON-CONSENT AGENDA – ACTION ITEMS

Academic and Student Affairs

(a) Accreditation Follow-Up Report

Dr. Annette Dambrosio, Accreditation Coordinator, presented to the Board for approval the Accreditation Follow-up Report to be submitted to the ACCJC by October 15, 2013. Board members were also provided under separate cover a copy of the report for review. This report is also posted on the Solano Community College Web site at www.solano.edu – Accreditation.

Dr. Dambrosio stated one change from the previous drafts is that this report is more formally structured into two parts: Part 1 represents recommendations that the Institution did not satisfy last year; Part 2 reports on the recommendations that were previously deemed as fine, but include updates and the progress we are making to sustain the past efforts we have in place. The many hours represented in this report are from a broad spectrum of groups throughout the College. We believe it represents the hard work of many and will fully satisfy all the ACCJC standards.

Moved by Trustee Thurston and seconded by Trustee Brown to approve the Accreditation Follow-up Report as presented. The motion carried unanimously 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

8. INFORMATION/ACTION ITEMS – ACTION MAY BE TAKEN

(a) Proposed New Job Description – Chief of Staff (Confidential) Administrative Leadership Group

To better provide service to the Institution, Superintendent-President's Office and act as liaison with the Governing Board, the proposed job description for Chief of Staff will assist the President in day-to-day operations; serve as a conduit between the Superintendent-President and administration, and ensure implementation of projects in support of the College and the community. Dr. Jowel Laguerre stated that this is an upgrade of Ms. Judy Spencer's current position, which will allow us to meet the capacity of service needed at the College.

Moved by Trustee Young and seconded by Trustee Thurston to approve the proposed new job description for Chief of Staff (Confidential) – Administrative Leadership Group as presented. The motion carried unanimously with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE: Latifah Alexander Concurred.

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

NOES: None

ABSENT: None

9. ANNOUNCEMENTS

Student Trustee Alexander announced the ASSC hosting of their 3rd semester Bone Marrow Donor Drive to be held October 9 and 10, 10 a.m. – 3 p.m., outside of Building 1400.

10. ITEMS FOR THE BOARD

Trustee Brown thanked Ms. Shemila Johnson who went to Green Valley Middle School, and will be going to Armijo High School next week promoting the College. If we are going to grow, this is the sort of activity that is important for our K-12 students. Trustee Brown also attended the Principals' Breakfast on September 27 and will be going to the women's volleyball game this Friday. Their team is undefeated.

Trustee Thurston advised she too attended the Principals' Breakfast. There were good ideas flowing and she thought the energy level was excellent. Dr. Laguerre and Dean Cammish shared good information on how their students can fare best when they come to Solano Community College.

Board President Chapman and Trustee Young advised they will report out at the next regular meeting.

Vice President Keith recessed the Board Study Session at 8 p.m.

11. CLOSED SESSION

- (a) Conference with Labor Negotiator
Agency Negotiator: Nona Cohen-Bowman
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (b) Public Employee Discipline/Dismissal/Release
- (c) Conference with Real Property Negotiator
Property: 2000 N. Village Parkway, Vacaville, California 95688
Negotiating Party: Jowel C. Laguerre, Ph.D.
Negotiating Parties: Solano Community College District and Leigh Sata
Under Negotiation: Price and Terms of Payment
- (d) Conference with Real Property Negotiator
Property: 1400, 1401, 1500, 1501 Sonata, Vallejo, California 94591
Negotiating Party: Jowel C. Laguerre, Ph.D.
Negotiating Parties: Solano Community College District and Leigh Sata
Under Negotiation: Price and Terms of Payment

Vice President Keith called the Closed Session to order at 8:05 p.m.

12. RECONVENE REGULAR MEETING

Vice President Keith reconvened the Board Study Session at 8:40 p.m.

13. REPORT OF ACTION TAKEN IN CLOSED SESSION

Vice President Keith 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.

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

Vice President Keith reported that the Board held Conference with Real Property Negotiator to discuss property located at 2000 N. Village Parkway, Vacaville, California 95688 in Closed Session, and no action was taken.

Vice President Keith reported that the Board held Conference with Real Property Negotiator to discuss property located at 1400, 1401, 1500, 1501 Sonata, Vallejo, California 94591 in Closed Session, and no action was taken.

14. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:42 p.m.

JCL:js

BOARD STUDY SESSION MINUTES 10.02.13.FINAL

PAM KEITH
VICE 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