

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

UNADOPTED MINUTES

June 18, 2014

Vice President Young dedicated the June 18, 2014, Board of Trustees meeting to the memory of Mr. Philmore Graham, who passed away June 12, 2014—a distinguished Vallejoan. His accomplishments and the lives of people that he touched will long be remembered.

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, June 18, 2014, in the Administration Building, Suite 201, located at 360 Campus Lane, Fairfield, California 94534 (First Floor-West Lobby), by Board President Pam Keith

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

At the request of Board President Keith, Professor Jocelyn Mouton, Counselor/Coordinator EOPS/CalWORKS, led those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

Members Present:

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

Members Absent:

None

Others Present:

Nona-Cohen-Bowman, Consultant, Human Resources
Shirley Lewis, J.D., Chief Student Services Officer
Leigh Sata, Executive Bonds Manager

Diane M. White, Interim Vice President, Academic Affairs
Michael Wyly, Academic Senate President
Phyllis Braaksma, Interim Executive Coordinator, Superintendent-President, Governing Board
Judy Spencer, Chief of Staff

4. APPROVAL OF AGENDA

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

Item 13.(e) Dixon Memorandum of Understanding, Page 104, was pulled from the Agenda.

Item 13.(n) Education Services Agreement Between Solano Community College District and United Heart Training Center, Fairfield, California, Page 162, was pulled from the Agenda.

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

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Board President Keith recognized Ms. Toni Murray, SCC Alumni, who requested to comment on Mr. Philmore Graham. Ms. Murray recognized the passing of Mr. Graham and other great men who have gone on before him, i.e., Professors Froehlich and Thurston, who have brought notoriety and pride to their communities. We should always honor their legends.

Board President Keith recognized Ms. Patricia Young, Career and Job Placement Coordinator, who requested to comment on Item.13.(c), Resolution Declaring June 22-29, 2014, as LGBT Pride Week, Resolution No. 13/14-30. Ms. Young's comments were deferred to later on the agenda.

Board President Keith recessed the Regular Meeting at 6:40 p.m.

6. CLOSED SESSION

1. Conference with Labor Negotiator
Agency Negotiator: Yulian Ligioso, Vice President, Finance & Administration
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
2. Conference with Real Property Negotiator
Property: 2001 North Village Parkway, Vacaville, CA 95688
Negotiating Party: Leigh Sata, Executive Bonds Manager
Under Negotiation: Price and payment terms.
3. Public Employee Discipline/Dismissal/Release

Board President Keith called the Closed Session to order at 6:45 p.m.

7. RECONVENE REGULAR MEETING

Board President Keith reconvened the Regular Meeting at 7:05 p.m.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION

Board 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.

Board President Keith reported that the Board held Conference with Real Property Negotiator regarding property located at 2001 North Village Parkway, Vacaville, CA 95688 in Closed Session, and no action was taken.

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

9. REPORTS (NO ACTION REQUIRED):

(a) Associated Students of Solano College (ASSC)

Student Trustee Naser J. Baig reported that:

--the new Director of Student Life (Dr. Rischa Slade) will begin July 1, 2014.

(b) Academic Senate

Professor Michael Wyly, Academic Senate President, reported that:

--he attended a Senate leadership conference this past week and that it was a pleasure to work with colleagues around the state who face the same challenges. Highlights were AB86, Adult Education, Basic Skills instruction, curriculum issues; the new ACCJC Standards as they relate to academic matters and the recent announcement of new level sanctions for San Francisco City College; future budgetary issues, and changes to the Brown Act. Professor Wyly stated he found the conference to be empowering and is looking forward to sharing with the Senate what he learned.

--he met with I/VP White and CSSO Lewis relative to the response to the Chancellor's Office on the Student Equity Plan. He agreed to meet over the summer with them in order to make recommendations to the Senate in August. He will also be working over the summer with Dr. Dambrosio relative to narratives for the ACCJC Mid-term Report.

--he will be meeting with the Superintendent-President next week.

(c) Shared Governance Council

Interim Vice President Diane White reported that:

--the SGC met May 28 and June 11, 2014.

--on Wednesday ,May 28, a Special Meeting was held for the purpose of a budget presentation by Vice President Ligioso and Director of Fiscal Services Patrick Killingsworth. V.P. Ligioso reported on the proposed 2014-2015 budget. The Council also reviewed a budget expense comparison of the current year with the tentative 2014-2015 budget. Current vacant positions were reviewed for the purpose of opening a larger discussion regarding “people and things” that we can consider for possible savings. The Council also recommended that the District go into stability and maintain a reserve between 6 and 9%.

--on Wednesday, June 11, the regular meeting, the Council reviewed District policies in Series 1000, both new and revised. This was the SGC’s first reading of the policies. The members of the SGC expressed concern regarding the sequencing or timing of items coming to SGC and then to the Governing Board, since as in this case, members will not have had an opportunity to apprise their constituents about an item and then take action at the next SGC meeting prior to the Governing Board taking action. Therefore, the SGC would like an opportunity to discuss with S/P Laguerre possible solutions to this issue.

--Professor DaPrato, on behalf of the Safety Committee, presented a proposed revision to Board Policy 3840, including proposed procedures. The members of SGC agreed that given recent tragic events on college campuses around the nation that this is a high priority issue that we must effectively address. However, due to possible bargaining issues and legal considerations that need to be researched, as well as concerns about format and structure, this item will be brought back to the next regular SGC meeting.

--Students from ASSC and Lorenzo Hayes Phillips, who is currently working at our Academic Success Center, provided the Council with an excellent presentation on an initiative to place a transportation fee before the student body for a vote. This fee would subsidize the costs of public transportation, namely bus fares, for many of our students for whom transportation is a major obstacle in their pursuit of their education. SGC members, many of whom have been discussing this pressing issue in different venues for several years, enthusiastically supported this initiative. I/VP White expressed to Student Trustee Baig deep appreciation to the students of Solano College for taking this initiative in this critical student support project.

-- a brief recruitment update from Human Resources was presented.

--Dean Peter Cammish presented the final decisions from Cabinet regarding the funding of Strategic Proposals for 2014-15.

--V.P. Ligioso led a discussion concerning vacant positions, which if not filled will save the District money in 2014-15, but which really only offer a temporary solution to our structural imbalance.

(d) Superintendent

- *Safety Committee Update*

There was no Safety Committee Report.

- ***Accreditation Update***

There was no Accreditation Update.

- ***Measure Q Bond Program Update***

There was no Measure Q Bond Update.

10. CONSENT AGENDA – ACTION ITEMS

Board President Keith reported that Dr. Jowel Laguerre made the following specific corrections to the Consent Agenda:

Item 10.(b), Employment – 2013-2014; Gratuitous Service; Resignations; Employment - 2014-2015, Gratuitous Service, Page 2, Line 7, Salvatore Abbate, Change in Assignment – ***has been removed***; Page 3, Line 18, Charles Spiller, Academic Success Coordinator, Extend to 5/19/14 should read ***5/31/15***; Page 4, Line 6, TBD FT Accounting Instructor, ***has been removed***; Page 4, Line 7, TBD FT Aeronautics Instructor, ***has been removed***; Page 4, Line 8, TBD Associate Vice President, Human Resources, should read ***Wade Larson, Range 50, Step 5, effective July 7, 2014***; Page 4, Line 9, TBD Director, Small Business Development Center, should read ***Kelly Penwell, Range 45, Step 5, effective August 18, 2014***.

Superintendent-President

- (a) Minutes for the Board Study Session of May 7, 2014; Regular Meeting of May 21, 2014; and Board Study Session of June 4, 2014

Human Resources

- (b) Employment – 2013-2014; Gratuitous Service; Resignations; Employment - 2014-2015, Gratuitous Service
- (c) Seasonal Periodic Student Salary Schedule for 2014-2015

Finance and Administration

- (d) Warrant Listings
- (e) CCFS-311Q Financial Report, Third Quarter, FY 2013-14
- (f) Personal Services Agreements
- (g) Proposed Agreement with Accountemps, a Robert Half Company

Academic Affairs

- (h) Request for Approval of Curriculum Actions as Submitted by the Curriculum Committee, a Subcommittee of the Academic Senate
- (i) Renewal of Chancellor’s Office Small Business Sector Navigator Grant
- (j) Alternative and Renewable Fuels Vehicle Technology Program Training Grant

Student Services

- (k) Renewal 2014-2015 Student Health Services Contract

Moved by Vice President Young and seconded by Trustee Thurston to approve the Consent Agenda as corrected. The motion carried unanimously.

Dr. Jowel Laguerre, Superintendent-President, introduced Dr. Wade Larson, our new Associate Vice President of Human Resources, and his wife Lauri.

Dr. Larson stated how excited he and his wife are about the opportunity to come to Solano Community College. He stated his twenty years of experience in Human Resources, both in the public and private sectors, has prepared him for this position. He currently is the Executive Director of Human Resources at North Idaho College, and the challenges and opportunities facing him at SCC are similar to those he has experienced in Idaho. Dr. Larson thanked Dr. Laguerre for the opportunity of coming to Solano Community College and making this their home.

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 – James R. Lewis and Ralph Meyer

Moved by Trustee Thurston and seconded by Vice President Young to approve the retirements of staff with ten (10) or more years of service as follows: James R. Lewis, Engineer, effective August 1, 2014 and Ralph Meyer, Lead Engineer, effective August 2, 2014.

The motion carried unanimously with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE: Naser J. Baig Concurred.

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

NOES: None

ABSENT: None

13. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent-President

(a) Resolution 13/14-28 Specifications of the Election Order for a Consolidated Board Member Election (Solano County)

Pursuant to Elections Code Section 1302 and Education Code Section 5000 the Governing Board of Solano Community College District is required to adopt a resolution stating that an election is ordered for November 4, 2014, for the purpose of electing persons to fill the office of four members for a four-year term to the office of community college trustee. This election shall be consolidated with the election to be held on November 4, 2014.

Candidates, including incumbents, shall pay the costs of the publication of the optional candidate's statement. The candidate's statement shall not exceed 200 words.

Governing Board members whose terms expire in 2014 are:

Trustee **Area No. 1:** Pam Keith

Trustee **Area No. 2:** A. Marie Young

Trustee **Area No. 4:** Denis Honeychurch, J.D.

Trustee **Area No. 6:** Sarah E. Chapman, Ph.D.

The period to file a Declaration of Candidacy for the November 4, 2014, election is July 14 – August 8, 2014.

The organizational meeting of the Board shall be held on December 17, 2014. At that time, the Board shall select from among its members the President, Vice President, Representative to the Solano County School Boards Association, and appoint a Secretary.

The District agrees to reimburse the Registrar of Voters for Solano County in accordance with the provisions of the Education Code.

Moved by Trustee Thurston and seconded by Trustee Martin to approve Resolution 13/14-28 Specifications of the Election Order for a Consolidated Board Member Election (Solano County). The motion carried unanimously with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE: Naser J. Baig Concurred.

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

NOES: None

ABSENT: None

(b) Resolution to Proclaim the Week of June 15-21 as Juneteenth Week, Resolution No. 13/14-29

On January 1, 1863, President Abraham Lincoln signed the Emancipation Proclamation which stated that “all slaves ... shall be forever free” and later ordered that African-Americans “would be received into the armed services” which established the United States Colored Troops which significantly affected the outcome of the Civil War. On June 19 "Juneteenth" 1865, the Union Army announced that President Abraham Lincoln proclaimed two and one-half years earlier that all slaves are free and that there would be equality of personal and property rights between former masters and slaves which later led to the 13th Amendment that abolished slavery on December 6, 1865.

Since 1997, the U.S. Congress has unanimously passed joint resolutions recognizing Juneteenth as America’s Second Independence Day as a symbolic milestone in our nation’s journey toward a more perfect union. Americans share a common respect for democratic institutions by which the tenets of freedom are guaranteed and protected, and Juneteenth is a celebration for freedom and justice for all Americans with an emphasis on education, achievement, and tolerance.

Moved by Vice President Young and seconded by Trustee Thurston to approve Resolution to Proclaim the Week of June 15-21, 2014 as Juneteenth Week, Resolution No. 13/14-29. The motion carried unanimously with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE: Naser J. Baig Concurred.

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

NOES: None

ABSENT: None

(c) Resolution Declaring June 22-29, 2014 as LGBT Pride Week, Resolution No. 13/14-30

Board President Keith recognized Ms. Patricia Young, Career and Job Placement Coordinator and resident of Fairfield in Solano County, who requested to comment on Item.13.(c), Resolution Declaring June 22-29, 2014, as LGBT Pride Week, Resolution No. 13/14-30.

Ms. Young began by commenting as follows:

“I am here tonight to exercise my first amendment right of freedom of religion and speech and particularly would like to go on record contesting the language of the proposed resolution, ‘that during LGBT Pride Week we call upon everyone in the Solano Community College District

to promote equal rights for all regardless of sexual orientation or gender identity, and to eliminate prejudice everywhere it exists, and to celebrate the great diversity of the American people.’

As a Christian, I am compelled to love everyone as that is my witness as a follower of Christ. The Holy Bible commands me to love everyone as myself. As a Christian promoting the ways, lifestyle or beliefs of the LBGT community, that is something I will not support.

Furthermore, I find it even more offensive that the resolution to commemorate Juneteenth is on the same agenda as LGBT Pride Week, not to mention the fact that it is really to support the city of Vallejo’s celebration and does not mention that observances will be celebrated at District facilities.

Dr. Martin Luther King, Jr., who is quoted in the Juneteenth resolution, was a Christian preacher and a follower of the same Holy Bible I ascribe and model my life after. I cannot imagine that his statement that ‘injustice anywhere is a threat to justice everywhere’ included support of the LGBT lifestyle.

I thank you for this opportunity to speak and to be heard.”

Since our beloved Nation’s Declaration of Independence, our Constitution has declared that everyone is created equal, that they are endowed by their Creator with certain unalienable rights, and they deserve the same rights, privileges, and opportunities; and as our Nation has striven to fulfill that promise, ordinary and diverse Americans have led a proud and relentless march toward freedom, fairness, and full equality under the law, not just for some, but for all.

Resolution No. 13/14-30 declares June 22-29, 2014, as Lesbian, Gay, Bisexual, and Transgender (LGBT) Pride Week to commemorate the 45th anniversary of the Stonewall incident, to acknowledge that all Americans are affected as long as the promise of equality for all remains unfulfilled, to urge everyone to work together to advance the principles upon which our great Nation was founded, and that during LGBT Pride Week we call upon everyone in the Solano Community College District to promote equal rights for all regardless of sexual orientation or gender identity, and to eliminate prejudice everywhere it exists, and to celebrate the great diversity of the American people.

Moved by Trustee Honeychurch and seconded by Trustee Chapman to approve Resolution Declaring June 22-29, 2014 as LGBT Pride Week, Resolution No. 13/14-30. The motion carried unanimously with the following roll call vote.

STUDENT TRUSTEE ADVISORY VOTE: Naser J. Baig Concurred.

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

NOES: None

ABSENT: None

Trustee Honeychurch dedicated his yes vote to the memory of his brother who was gay and died from aids.

(d) Second Reading – Solano Community College District Policies, Series 1000 – New and Revised

The Governing Board establishes and regularly reviews broad institutional policies and appropriately delegates responsibility to implement these policies.

The revised policies have been reviewed by the Board Policies and Procedures Adhoc Subcommittee and vetted through the Shared Governance Council and Superintendent-President's Council.

- Policy No. 1000 – Governing Board Policies and Procedures - Revised
- Policy No. 1007 – Student Trustee – Revised
- Policy No. 1009 – Election of Student Trustee – Revised
- Policy No. 1014 – Compensation, Payment of Expenses and Benefits – Revised
- Policy No. 1020 – Code of Ethics/Standards of Practice – Revised
- Policy No. 1021 – Violation of Board Code of Ethics – No Change
- Policy No. 1030 – Closed Sessions – Revised
- Policy No. 1035 – Quorum and Voting - Revised
- Policy No. 1036 - Agendas – Revised
- Policy No. 1037 – Order of Business – Revised
- Policy No. 1042 – Public Participation at Board Meetings – Revised
- Policy No. 1043 – Speakers – Revised
- Policy No. 1052 – First and Second Reading Procedure for Establishing or Changing the Policies and Regulations – Revised
- Policy No. 1054 – Suspension of Policy or Regulation – Revised
- Policy No. 1073 – Committees of the Board – Revised
- Policy No. 1077 – Participation in Local Decision Making – New
- Policy No. 1095 – Political Activity - Revised

Moved by Trustee Thurston and seconded by Vice President Young to approve the Second Reading – Solano Community College District Policies, Series 1000 – new and revised, as presented. The motion carried unanimously.

(e) Dixon Memorandum of Understanding

This item was pulled from the Agenda.

Human Resources

(f) Public Hearing of the California School Employees Association, Chapter #211, Initial Proposal to the District

At the Board meeting on June 4, 2014, the Governing Board received the California School Employees Association, Chapter #211, initial proposal to the District for a successor agreement for the period of 2014-2017. In accordance with Government Code Section 3547, the public is entitled to comment on such proposal at a public hearing. The hearing provides members of the public with an opportunity to express their views regarding the proposal.

Moved by Trustee Chapman and seconded by Vice President Young to hold a Public Hearing of the California School Employees Association, Chapter #211, and Initial Proposal to the District. The motion carried unanimously.

In accordance with Government Code Section 3547, Board President Keith recessed the Regular Meeting and called the Public Hearing to order at 7:29 p.m. In hearing no comments from members of the public regarding the California School Employees Association, Chapter #211, Initial Proposal to the District, Board President Keith closed the Public Hearing and reconvened the Regular Meeting at 7:30 p.m.

(g) Public Hearing and Adoption of the District's Initial Proposal to California School Employees Association, Chapter #211

At the Board meeting on May 21, 2014, the Governing Board received the District's initial proposal to California School Employees Association, Chapter #211, for a successor agreement for the period of 2014-2017. In accordance with Government Code Section 3547, the public is entitled to comment on such proposal at a Public Hearing. The hearing provides members of the public with an opportunity to express their views regarding the proposal.

In accordance with Government Code Section 3547, Board President Keith recessed the Regular Meeting and called the Public Hearing to order at 7:31 p.m. In hearing no comments from members of the public regarding the California School Employees Association, Chapter #211, Initial Proposal to the District, Board President Keith closed the Public Hearing and reconvened the Regular Meeting at 7:32 p.m.

Moved by Trustee Chapman and seconded by Trustee Thurston to adopt the District's initial proposals to California School Employees Association, Chapter #211, as presented. The motion carried unanimously.

Finance and Administration

(h) Contract Award to JLC Contracting, Inc. for Small Capital Projects – Vacaville Annex

Trustee Chapman requested that Items 13.(h-k) be approved with one vote assuming there was no objection from any Board member. There was no objection.

Board approval was requested for contract award to JLC Contracting Inc., to provide construction services for Small Capital Projects - Vacaville Annex Building. The scope of work includes furnishing and installing a wall and door at the Corporate Training Center space at the Vacaville Annex building. JLC Contracting Inc., was deemed the lowest responsive responsible bidder on May 15, 2014. Total fee for this contract is \$4,400.

(i) Contract Award to A Kennedy Group for District Bond Program Process and Compliance Support Consulting Services

Board approval was requested for contract award to A Kennedy Group (AKG) to provide consulting services related to the District's Bond program processes and compliance. The District completed a business process review with AKG to pursue ways to develop more efficient processes and as a part of that effort developed a document outlining General Management Procedures. The consultant will provide consulting services to update this document to include processes related to the bond program. This work will be coordinated with the Program Manager's effort on the Procedures Manual. Total fee for this contract is \$15,000.

(j) Contract Award to Elmast Construction and Inspections for Construction Inspection Services for the Utility Infrastructure Upgrade Project

Board approval was requested for award of contract to Elmast Construction and Inspections for monitoring and inspection services in accordance with the approved District State Architect (DSA) plans and specifications. The Consultant will provide construction oversight and inspection services to ensure code compliance throughout the entire duration of the project's construction for the Utility Infrastructure Upgrade Project for south parking lot, Fairfield Campus. This contract is for a total fee of \$3,740.00.

(k) Award of Bid for the Utility Infrastructure Upgrade Project to Mike Brown Electric Company

Board approval was requested for Mike Brown Electric Company's bid proposal in the amount of \$177,325.00 for the utility Infrastructure Update Project to provide needed boring and electrical connections at South Parking Lot, Fairfield Campus. Based on a bid analysis, Mike Brown Electric Company was the lowest responsive, responsible bidder.

Moved by Trustee Chapman and seconded by Trustee Martin to approve Items 13.(h-k) as presented. The motion carried unanimously.

Academic Affairs

(l) Facilitator Certification Training for Profit Mastery University Curriculum

This item is to approve an agreement with Business Resource Services, Inc. to provide facilitator certification training for the Profit Mastery University Curriculum. The agreement provides provisioning for both online facilitator certification training and an in-person facilitator certification training at Solano College on June 24, 2014. The total amount for the agreement is \$8,236.38. Funding for the service will be paid out of the Small Business Sector Navigator Grant with the California Community College Chancellor's Office.

Moved by Trustee Brown and seconded by Trustee Martin to approve the Facilitator Certification Training for Profit Mastery University Curriculum as presented. The motion carried unanimously.

(m) Small Business Sector Event Management and Registration Services Agreement with Cvent

This item was presented for approval of an agreement with Cvent to provide event management and registration services for the Small Business Sector Grant project. Cvent's services will be used to host a registration Web site for the annual Statewide Small Business Summit hosted by Small Business Sector Navigator and regional events hosted by the ten Deputy Sector Navigators in each of the Community College regions. The total cost of the agreement is \$7,665, which includes a \$1,500 license/maintenance fee for online training, phone/email support, data storage/security, plus a per registration fee for 900 registrants. Funding for the service will be paid out of the Small Business Sector Navigator Grant with the California Community College Chancellor's Office.

Moved by Trustee Thurston and seconded by Trustee Chapman to approve the Small Business Sector Event Management and Registration Services Agreement with Cvent as presented. The motion carried unanimously.

- (n) Education Services Agreement Between Solano Community College District and United Heart Training Center, Fairfield, California

This item was pulled from the Agenda.

14. INFORMATION/ACTION ITEMS – ACTION MAY BE TAKEN

Human Resources

- (a) Proposed Revised Job Description Director, Research and Planning (Administrative Leadership Group)

The minimum qualifications have been downgraded to include the option to look at a Bachelor's Degree qualified candidate who has seven years of experience. Because Institutional Research as a discipline does not really have specific qualifications, it is felt that this combination would yield a larger and more diverse candidate pool while still maintaining the necessary quality to perform the job. There are also very minor amendments to remove outdated language.

Moved by Trustee Chapman and seconded by Trustee Martin to approve the proposed revised job description for Director, Research and Planning (ALG) as presented. The motion carried unanimously.

- (b) Proposed New Job Description Transfer & Articulation Specialist (CSEA)

To better reflect the unique duties of this position, a new job description has been created for the Counseling Department. The Transfer & Articulation Specialist position will be placed on Range 13 of the 2013-14 CSEA Salary Schedule.

Moved by Trustee Brown and seconded by Vice President Young to approve the proposed new job description for Transfer & Articulation Specialist (CSEA) as presented. The motion carried unanimously.

Finance and Administration

(c) Tentative District General and Special Funds Budgets and Proposed Time and Place for the Public Hearing and Adoption of the Official District Budgets for 2014-2015

Yulian I. Ligioso, Vice President of Finance & Administration, presented for acceptance the District's Tentative 2014-2015 General and Special Funds budgets and the dates to establish the public hearing and formal adoption of the 2014-15 budgets. A budget update, including a PowerPoint presentation labeled, "Tentative Budget 2014-2015 1st Reading", was presented at the June 4, 2014, Board Study Session.

The Public Hearing and the adoption of the official 2014-2015 budgets, in accordance with California Code of Regulations, Title 5, Section 58301, are tentatively scheduled for the Board meeting on Wednesday, September 17, 2014, in the Board Room (First Floor-West Lobby) at 360 Campus Lane, Fairfield, CA.

A copy of the District's 2014-2015 Tentative Budget is available from the Office of the Vice President of Finance & Administration, and online at http://www.solano.edu/finance_admin/.

Moved by Vice President Young and seconded by Trustee Brown to approve the Tentative District General and Special Funds Budgets and Proposed Time and Place for the Public Hearing and Adoption of the Official District Budgets for 2014-2015 as presented. The motion carried unanimously.

Academic Affairs

(d) Proposal for the Adoption of a Materials Fee for Art Classes

In 2009, approval was given for a modest fee to be collected for instructional supplies for the ceramics and printmaking classes. By collecting this fee, the department was able to provide students with the right supplies on the first day of class. For their \$20, we are able to supply students with more materials because of buying in bulk and; thus, saving money.

The Department requested to add a modest \$20 materials fee for all studio art classes that do not currently have them. The materials provided with the fee get students started successfully with their assignments. With this instructional supply fee, student success is increased as there is no more waiting and no longer student out-of-pocket expenditures for art materials. It levels the playing field for all the students in a class, and benefits every student.

Moved by Trustee Brown and seconded by Trustee Martin to approve the adoption of a materials fee for Art Classes as outlined in the Agenda. The motion carried unanimously.

15. INFORMATION ITEMS – NO ACTION REQUIRED

Finance and Administration

(a) Law Enforcement Services Proposal Presentation

The Solano Community College District and the Solano County Sheriff's Office have been working on an agreement to address the law enforcement needs of the college with the intention to increase campus safety and security.

After numerous meetings with Operating Engineers Local 39, the bargaining unit representing the Solano College Police Department, the District and Local 39 reached a settlement agreement last week that fully supports the transition of law enforcement services at the College to the Sheriff's Office.

Yulian Ligioso, Vice President of Finance & Administration, presented the current status and gave the highlights of the proposal. The proposal will return to the Board at a future meeting for approval.

After introductions, Sheriff Thomas A. Ferrara and SCC Chief Eric Thelen gave a PowerPoint presentation similar to what was presented to the Board last year on the law enforcement services proposal. The presentation outline consisted of:

- The Sheriff's Organization
- Current Memorandum of Understanding
- Solano College Theft Case Update
- Staffing Plan
- Financial Overview
- Concerns & Questions

Why the Sheriff's Office ... and benefits of contracting with the Sheriff's Office:

- Lead Law Enforcement Agency in Solano County
- Leader of County Public Safety Initiatives
- Mutual Aid Coordinator for the County
- Provider of Countywide Emergency Services & Disaster Preparedness
- Can offer more resources than any other law enforcement agency in the County

A full and complete copy of the PowerPoint presentation is available for review in the Office of the Superintendent-President and in the Office of the Vice President of Finance and Administration.

16. ANNOUNCEMENTS

Trustee Thurston and Vice President Young invited those present to the Vallejo Juneteenth 2014 at City Park Celebration, Saturday, June 21, 2014, 11 a.m. – 6 p.m.

Student Trustee Baig voiced concern from the students regarding some of the Board Adhoc Subcommittees, i.e., Policy and Procedures, relating to their actions and decisions. The students

want more transparency. Trustee Thurston advised Student Trustee Baig she will be happy to meet with him anytime to discuss the concerns from students.

Dr. Jowel Laguerre announced the opportunity for members of the Board to tour Dixon High School on Wednesday, July 2, 2014, at 10 a.m.

17. ITEMS FROM THE BOARD

Trustee Thurston reported that she attended the following College and community events:

May 2014

22 - Measure Q Committee meeting

27 - Community input groups from Vallejo and Benicia for Vallejo Center programs from 4 to 8 p.m., at the Vallejo Center

30 - The 93rd Fire Academy Firefighter I Academy graduation ceremony at the Solano Community College Vacaville Center

June 2014

07 - Vallejo Pista sa Nayon celebration on the Vallejo waterfront by the Filipino Community of Solano County.

08 - 18th Annual Congregation B'nai Israel Auction and Dinner.

11 - Vallejo High School Class of 2014 Commencement Ceremony—The Last Apaches at Corbus Field. Trustee Thurston's great granddaughter Kree Kelly was a graduate.

12 - The Vallejo Chamber of Commerce and Solano Economic Development Corporation breakfast at Courtyard by Marriott in Vallejo. The theme was Manufacturing Matters and the value and role of manufacturing in Vallejo, the region and state of California. Speakers were Kish Rajan, Director of the Governor's Office of Business and Economic Development, Bill Browne, Director of Workforce and Economic Development for Manex Consulting and Steve Bryan, President of Orcem Americas.

12 - Suisun City Redevelopment Oversight Committee meeting.

16 - SCC Horticulture Social and Open House on the Vallejo Campus.

18 - Measure Q Advisory Committee Meeting.

Vice President Young reported that she attended the following College and community events:

June 2014

07 - Pista Sa Nayon Event (Filipino Festival) at Vallejo waterfront.

08 - Alpha Kappa Alpha Sorority, Incorporated Kappa Beta Omega Chapter's 10th Annual African American High School Graduation Recognition Ceremony for students in Vallejo, Benicia and Fairfield. I was on the planning committee for this event. The ceremony was held at Friendship Baptist Church in Vallejo.

10 - 9:00 a.m. - On behalf of the African American Family Reunion Committee (AAFRC) and V.P. of the committee, the planning committee for 2014 Vallejo Juneteenth, Vice President

Young accepted the Juneteenth Resolution from the Solano County Board of Supervisors. The Resolution was presented to her by Supervisor Erin Hannigan.

10 - 7:00 p.m. – One of the representatives of AAFRC attending Vallejo City Council meeting for the presentation of the Juneteenth Resolution to AAFRC by Mayor Osby Davis. Mrs. Angela Jones, president of AAFRC, received the Resolution on behalf of the committee.

11 - On the dais at the following high school graduation ceremonies at Corbus Field in Vallejo: 1:30 p.m. – John Finney High School; 6:30 p.m. – Vallejo High School.

12 - Manufacturing Matters sponsored by the Vallejo Chamber of Commerce and Solano Economics Development Corporation. The event was held at the Vallejo Courtyard by Marriott Hotel.

12 - On the dais at Jesse Bethel High School graduation ceremony at Corbus Field in Vallejo.

14 - 2014 Northern California Pirate Festival in Vallejo, CA – San Francisco Bay Area’s only Pirate Festival.

16 - Annual Solano Community College Horticulture Club June Social.

17 - Vallejo Participatory Budgeting (PB) Steering Committee meeting that was held in the Joseph Room at Vallejo City Library.

17 - Vallejo Juneteenth Planning Committee meeting. The Vallejo Juneteenth is on June 21 at Vallejo City Park, 425 Alabama Street at Sacramento and Marin Streets.

18 - SCC Measure Q Steering Committee Meeting that was held in 234 at 360 Campus Lane, Fairfield, CA.

18. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:28 p.m.

JCL:js

BOARD MINUTES.06.18.14.FINAL

PAM KEITH
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.