

**SOLANO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

ADOPTED MINUTES
Wednesday, March 21, 2018

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, March 21, 2018, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Chapman.

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

At the request of Board President Chapman, Michael Wyly led those present in the pledge of allegiance to the United States of America.

3. ROLL CALL

Sarah E. Chapman, Ph.D., President
A. Marie Young, Vice President
Denis Honeychurch, J. D.
Pam Keith
Michael A. Martin
Rosemary Thurston
Quinten R. Voyce
Jacob Hinkle, Student Trustee
Celia Esposito-Noy, Ed.D., Secretary

Others Present:

Greg Brown, Vice President of Student Services
Robert Diamond, Vice President of Finance and Administration
Mary Jones, Human Resources
Lucky Lofton, Executive Bond Manager
David Williams, Vice President of Academic Affairs
Michael Wyly, Academic Senate

The following edits and clarifications should be noted in the agenda:

Agenda Item 11.(b) Employment 2017-2018, Page 7. Under the section titled “Short-term/Temporary/Substitute”, Angie French, Accounting Specialist II, has been removed from the Consent Calendar.

4. APPROVAL OF AGENDA

It was moved by Trustee Voyce and seconded by Trustee Young to approve the agenda as amended. The motion was passed unanimously.

5. COMMENTS FROM MEMBERS OF THE PUBLIC (CLOSED SESSION)

There were no comments from members of the public on Closed Session items.

6. CLOSED SESSION

Board President Chapman called the closed session to order at 6:31 p.m.

- (a) Conference with Labor Negotiator (Govt. Code § 54957.6)
Agency Negotiator: Mary Jones, Human Resources
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (b) Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
- (c) Conference with Legal Counsel – Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (d) of Govt. Code § 54956.9

7. RECONVENE REGULAR MEETING

Board President Chapman reconvened the Regular Meeting at 7:00 p.m.

8. REPORT OF ACTION IN CLOSED SESSION

The Board held Conference with Labor Negotiator and CCA/CTA/NEA, CSEA, and Operating Engineers-Local 39, and no action was taken.

The Board discussed Public Employee Discipline/Dismissal/Release and no action was taken.

The Governing Board in closed session voted to issue a Notice of Rejection of Claim pursuant to Government Code section 913.

Those who voted aye were: Trustee Chapman, Trustee Honeychurch, Trustee Keith, Trustee Martin, Trustee Thurston, Trustee Voyce, and Trustee Young

Those who voted nay were: None

Those who abstained from voting were: None

9. COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)

Karen Cook gave an update on the Doing What Matters in Solano County and the Maker's Space.

Several cosmetology students came before the Board to express their concerns regarding the program and faculty.

10. REPORTS (NO ACTION REQUIRED)

(a) Associated Students of Solano College (ASSC)

Student Trustee Hinkle gave the following report:

- The Student Life Office and the ASSC is gearing up for student elections. The week of the election is May 7th - 10th. We plan on presenting the results on May 15th.
- The ASSC is working with the Student Life Office to give Dena Hudson a great retirement event.
- The ASSC, assisted by the Student Life Office, has forwarded the RFP for vending services to Fiscal and looks forward to reviewing responses of the local vendors for food and drinks.
- We discussed the bomb threat at our meeting yesterday and addressed concerns that senators had or heard from other students and faculty. There were students that did not receive the evacuation order (They received the bomb threat email, I received the evacuation order email and told them), traffic laws were not being followed, some professors did not take it seriously and resumed classes, tennis players did not have their phones with them so one of senators notified them of the threat, and more concerns followed up. We will also be addressing these concerns to appropriate committees and authorities on campus so they are aware of these issues as well.

(b) Academic Senate

Professor Michael Wyly gave the following report:

At its meeting on March.3rd, the senate took the following action: AP/BP 6010 Audit Procedures with Admin Recommendations.

At its meeting on 3.19 (AutoTech), the senate took action on the following items:

AP/BP 6030: AB 1985 AP Scores

BP 4003 Emeritus Recommendations 11.1 DE Committee Request for Guidance Regarding Technology Survey

Assessment Process: SLO and PLO Workflow in Curriculum META

Excused Withdrawal grade: BP and forthcoming work on AP and connection to disenfranchised students.

Adjunct Parity in Academic & Professional Matters Taskforce--

1. To make recommendations regarding the development of an adjunct handbook at Solano Community College.
2. To make recommendations re: mentoring program at Solano Community College for both full-time and part-time faculty.
3. To develop recommendations, including collaboration with the Faculty Association, for the posting of seniority lists.
4. To recommend a senate-led procedure/process to enhance recognition of faculty in addition to the Distinguished Faculty Award.

DE Taskforce to Inform Course and Approval Criteria/Procedures. The charges of this committee are--

1. To develop recommendations for baseline criteria of distance education courses at Solano Community College, including instructor-initiated contact and the inclusion/use of publisher materials in lieu of instructor-generated course content.
2. To distinguish clearly between peer-vetting of course content (e.g. Title 5, course accessibility, and any other legal requirements) and peer mentoring to teach best practice. For this item, we want to be sure that DE approval is not inadvertently encroaching on peer review per the CBA.
3. To make additional recommendations, as needed, re: the course approval process for Title 5 and ADA compliance.
4. To make recommendations for the development of a DE Handbook in AY 2018-2019.

GUIDED PATHWAYS: In Fall 2017, SCC hosted ASCCC President Julie Bruno and then recently retired Vice-Chancellor Pam Walker who assisted the facilitation of initial dialogues re: GP with representation from across campus, including Counseling, Senate, Deans and Students. The Board may also remember that these conversations continued at the Jan Flex Joint Meeting of the Senate and Academic Affairs where SCC leadership brainstormed priorities and outreach strategies, as well as the formation of what would come to be the GP Planning Taskforce, jointly

appointed by Academic Affairs and the Senate with the intent of drafting the GP plan due to the CCCCCO at the end of this month. That group has had occasion to meet already and it will continue to meet in the continued vetting of the plan. Moreover, some iteration of this workgroup will likely develop into a formal GP Steering Committee charges with working with the campus community as a whole to act on the outcomes identified in the GP Plan. I will share that the provided template for the plan is modeled on the GP Self-Assessment reported to the Board near the end of last term. This means a total of 14 inter-related directions of inquiry the College is expected to pursue. The taskforce concluded that SCC determined 4 strategic themes to address in our pathways implementation: (1) multiple measures and acceleration, (2) integrated planning, (3) catalog and program clarity, and (4) collaboration between student services and instruction. All 14 items of inquiry identified on the template can then be rooted to these in-house priorities, providing the College with a more clear focus and vision.

(c) College Governance Council

(d) Superintendent-President

11. CONSENT AGENDA – ACTION ITEMS

Superintendent-President

(a) Draft Minutes for the Meetings Held on March 7, 2018 (Pending Board Approval)

Human Resources

(b) Employment 2017-2018, Page 6

Finance and Administration

(c) Warrants, Page 8

(d) Personal Services Agreement, Page 10

(e) Donations, Page 11

It was moved by Trustee Voyce and seconded by Trustee Keith to approve the Consent Agenda as amended. The motion was passed unanimously.

12. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the Consent Agenda.

13. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

It was moved by Trustee Young and seconded by Trustee Honeychurch to approve Items 13.(a) through 13.(j) in one motion. The motion passed unanimously.

Human Resources

- (a) Resignation to Retire, Page 12

Finance and Administration

- (b) Contract Change Order #4 to DPR Construction for the Fairfield Science Building Project, Page 13
- (c) Contract Change Order #4 to HM Construction Inc. for the Fairfield Campus Entry Sidewalk Improvements Project, Page 16
- (d) Contract Amendment #1 with Valley Relocation and Storage for Project Moving Services for the Vacaville Classroom Building (Annex) Renovation Project, Room 604 Renovation Project, and B1800B Renovation Project , Page 19
- (e) Contract Award to Belair Mechanical for Construction Services for the Vacaville Center HVAC Upgrade Project, Page 23
- (f) Lease Agreement Extensions to William Scotsman Inc. for Modular Buildings, Page 25
- (g) Measure Q Bond Spending Plan Update #10, Page 31
- (h) Amendment #2 to Kitchell Capital Expenditure Managers, Inc. for Program Management Services – Phase 2, Page 34
- (i) Renewal Agreement between Solano Community College District and Higher One, Inc. DBA Cashnet, Page 38

Academic Affairs

- (j) Request for Approval of Curriculum Items as Submitted by the Curriculum Committee, A Subcommittee of the Academic Senate, Page 40

14. INFORMATION ITEMS – NO ACTION REQUIRED

There were no agenda items for information or first reading.

15. ANNOUNCEMENTS

16. ITEMS FROM THE BOARD

Vice President Young attended and/or participated in the following:

March 10: Hakeem Brown for Vallejo City Council's Kickoff Rally and Voter Outreach

March 12: Free Voter Registration Training at John F. Kennedy Library Joseph Room sponsored by the League of Women Voters

March 12: Volunteer mathematics tutor at Hogan Middle School in Vallejo to 6th, 7th and 8th graders, who are participants in an afterschool program, *'Links to Success: Math Olympics'*

March 12: Voter Registration Drive at Vallejo High School

March 15: Filipino American Chamber of Commerce of Solano County Business Mixer at USA Car Museum in Vallejo

March 16: Vallejo Education and Business Alliance Foundation Finance Committee meeting at California State University Maritime Academy, Administration Building

March 16: Vallejo Alumnae Chapter Delta Sigma Theta Sorority, Incorporated Mardi Gras Seafood Boil fundraiser at Dan Foley Cultural Center in Vallejo

March 17: The local chapter of Omega Psi Phi Fraternity Crab Feed fundraiser at Dan Foley Cultural Center in Vallejo

March 18: Alpha Kappa Alpha Sorority, Incorporated Kappa Beta Omega Chapter's 2018 Debutante Tea

March 19: Attended an inspirational Women's History Month presentation at the Theatre at SCCD Fairfield Campus by author/reporter Cheryl Mills. Cheryl is a primetime anchor for NY1 and hosts "In Focus" a public affairs talk show. She was the first journalist invited to speak before the United Nations General Assembly in 2011 about the impact of slavery on her family. At the presentation, Wills weaved the story of her own tale of survival through the history of her great-great-great grandfather Sandy Wills who was born in slavery and sold off as a child in Haywood County, TN and later fought in a black regiment in the Civil War. She tells her family story in her children's book, *The Emancipation of Grandpa Sandy Wills*.

March 19: Community Democratic Club General Membership meeting at Vallejo Community Center

March 21: Volunteer mathematics tutor at Hogan Middle School in Vallejo to 6th, 7th and 8th graders, who are participants in an afterschool program, '*Links to Success: Math Olympics*'

- 17. CLOSED SESSION (CONTINUED IF NECESSARY)**
- 18. RECONVENE REGULAR MEETING (IF NECESSARY)**
- 19. REPORT OF ACTION TAKEN IN CLOSED SESSION (IF NECESSARY)**
- 20. ADJOURNMENT**

Moved by Trustee Honeychurch and seconded by Trustee Young to adjourn the meeting. There being no further business to come before the board, the meeting was adjourned at 8:02 p.m.