

**SOLANO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**UNADOPTED MINUTES  
Wednesday, June 20, 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, June 20, 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, Ray Tanaka 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 - Absent  
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  
LaNae Jaimez, Academic Senate  
Lucky Lofton, Executive Bond Manager  
David Williams, Vice President of Academic Affairs  
Sandra Therrien, Executive Coordinator

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

Agenda Item 11.(b) Consent Calendar Human Resources, Page 7. In the section “Regular Assignment”, all 3 Student Services Assistant III – Financial Aid positions should read: “Student Services Assistant II – Financial Aid”.

Agenda Item 11.(e) has been removed from the Consent Agenda.

Employment 2018-2019, in the section “Change in Assignment”, the following should be added: “Shannon Beckham, from Dean of Enrollment Services to Senior Accountant, Range 21, Step 7, effective date July 1, 2018.

In the section “Out of Class”, the following should be added: “Shannon Beckham, Controller, effective July 1, 2018 – September 30, 2018 at \$1,166.51/month, \$3,499.53 Total.

#### **4. APPROVAL OF AGENDA**

It was moved by Trustee Young and seconded by Trustee Thurston 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 6:33 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 7:08 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 Board held Conference with Legal Counsel – Anticipated Litigation and no action was taken.

**9. COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)**

Karen Cook gave an update on Doing What Matters for Jobs in Solano County event scheduled for August 9<sup>th</sup> from 10:00AM – 1:00PM. Information and invitations were distributed to the Trustees.

**10. REPORTS (NO ACTION REQUIRED)**

(a) Associated Students of Solano College (ASSC)

There was no report for ASSC.

(b) Academic Senate

LaNae Jaimez gave her first report as Senate President. Ms. Jaimez recently returned from the State Senate Leadership Institute where she attended sessions on the 10+1 and Senate purview, the state budget and other legislative updates, building relationships, and the Brown Act.

The following are summer plans for the Senate:

- Curriculum handbook updates
- Prep for curriculum committee training for fall 2018 (local process, state level trainings, Ferd faculty orientation video guides)
- Work with Guided Pathways coordinator to develop plan for the introduction of GPs to the College community
- Educate herself regarding strong workforce
- Update peer review handbook and add best practices with VP Williams and the Deans
- Review first draft of our first Adjunct Faculty Handbook

(c) College Governance Council

There was no report for College Governance Council.

(d) Superintendent-President

Superintendent-President Esposito-Noy reported that she and several Deans attended the 2018 UCLA Action for Equity conference.

S-P Esposito-Noy will be discussing AB19 with colleagues in other colleges. As of now, we have not received any funding or have identified where funding will be coming from.

**11. CONSENT AGENDA – ACTION ITEMS**

Superintendent-President

- (a) Draft Minutes for the Meeting Held on June 6, 2018 (Pending Board Approval)

Human Resources

- (b) Employment 2017-2018, 2018-2019, Page 7

Finance and Administration

- (c) Personal Services Agreements, Page 12
- (d) Warrants, Page 14
- (e) Notice of Completion for Construction Services for the Building 1800B, Room 1852 Maker's Space Project, Page 16
- (f) Notice of Completion for Construction Services for the Softball Field Press Box PA System Project, Page 18

It was moved by Trustee Thurston and seconded by Trustee Honeychurch to approve the Consent Agenda with the exclusion of Item 11.(e). The motion was passed unanimously.

**12. ITEMS REMOVED FROM CONSENT AGENDA**

Agenda Item 11.(e) has been removed from the Consent Agenda.

**13. NON-CONSENT AGENDA ITEMS – ACTION ITEMS**

Superintendent-President

- (a) Resolution No. 17/18-34 To Proclaim the Week of June 16-22, 2018 as Juneteenth Week, Page 20

It was moved by Trustee Young and seconded by Trustee Thurston to approve Resolution No. 17/18-34 To Proclaim the Week of June 16-22, 2018 as Juneteenth Week as presented. The motion passed with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

AYES: President Chapman, Trustee Honeychurch, Trustee Martin,  
Trustee Thurston, Trustee Voyce, and Trustee Young

NOES: None

ABSTAIN: None

ABSENT: Trustee Keith

Five officers of the African American Family Reunion Committee (AAFRC- planning committee for Vallejo Juneteenth) were present to receive the Juneteenth Resolution - Mrs. Margaret Plump, President; Mrs. Angela Jones, Immediate Past President; Mrs. Sandra Stowes, Secretary; SCC Trustee Rosemary Thurston, Treasurer; and SCC Board VP A. Marie Young, Vice President.

Finance and Administration

- (b) Resolution No. 17/18-35 To Appoint the Official Representative to the Northern California Community Colleges Self-Insurance Authority, Page 24

It was moved by Trustee Honeychurch and seconded by Trustee Young to approve Resolution No. 17/18-35 To Appoint the Official Representative to the Northern California Community Colleges Self-Insurance Authority as presented. The motion passed with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

AYES: President Chapman, Trustee Honeychurch, Trustee Martin,  
Trustee Thurston, Trustee Voyce, and Trustee Young

NOES: None

ABSTAIN: None

ABSENT: Trustee Keith

- (c) Resolution No. 17/18-36 To Appoint the Official Representative to the North Bay Schools Insurance Authority, Page 26

It was moved by Trustee Honeychurch and seconded by Trustee Voyce to approve Resolution No. 17/18-36 To Appoint the Official Representative to the North Bay Schools Insurance Authority as presented. The motion passed with the following roll call vote:

STUDENT TRUSTEE ADVISORY VOTE: Yes

AYES: President Chapman, Trustee Honeychurch, Trustee Martin,  
Trustee Thurston, Trustee Voyce, and Trustee Young

NOES: None

ABSTAIN: None

ABSENT: Trustee Keith

It was moved by Trustee Young and seconded by Trustee Honeychurch to approve Items 13.(d) through 13.(p) in one motion as presented. The motion passed unanimously.

- (d) Contract Award to James Thomas Media LLC. for Digital Media and Marketing Services, Page 28
- (e) Contract Award to Twenty Fifth (25<sup>th</sup>) Hour Communications for Marketing and Communication Services, Page 33
- (f) Tentative District General Fund Budgets and Proposed Time and Place for the Public Hearing and Adoption of the Official District Budgets for 2018-2019, Page 38
- (g) Funding Agreement with Bay Area Air Quality Management District for the Electric Vehicle Charging Station Project, Page 40
- (h) Contract Award to RGD Acoustics for Professional Services for the Vallejo Center Auto Technology Building Acoustical Consultation Project, Page 42
- (i) Change Order #1 (Deductive) to Day's Generator Service for the Building 100 Generator Project, Page 44
- (j) Notice of Completion for Construction Services for the Building 100 Generator Project, Page 47
- (k) Change Order #1 (Deductive) to George Family Enterprises, Inc. for the Building 1200 Recording and Control Room Acoustical Treatment Project, Page 49
- (l) Notice of Completion for Construction Services for the Building 1200 Recording and Control Room Acoustic Treatment Project, Page 52
- (m) Contract Amendment #1 to First Carbon Solutions for Environmental Consulting Services for Library/Learning Resource Center Project, Page 54

- (n) Contract Change Order #7 to DPR Construction for the Fairfield Science Building Project, Page 58
- (o) Ratification of Contract Change Order #8 to Vaca Valley Excavating & Trucking, Inc. for the Vacaville Center Intersection Improvements Project, Page 61
- (p) Contract Change Order #3 to Sierra National Construction, Inc. for Sub-Station #1 & #2 Replacement Project, Page 65
- (q) Measure Q Bond Spending Plan Update #12, Page 69

It was moved by Trustee Young and seconded by Trustee Martin to approve the Measure Q Bond Spending Plan Update #12 as presented. The motion was passed unanimously.

Student Services

It was moved by Trustee Young and seconded by Trustee Honeychurch to approve Items 13.(r) through 13.(v) in one motion as presented. The motion passed unanimously.

- (r) Academic Calendar for 2019-2020, Page 72
- (s) First Amendment to Standard Performance Contract Between County of Solano and Solano Community College, Page 74
- (t) General Service Agreement Between GradGuru and Solano Community College, Page 78
- (u) SARS Anywhere Add-On Interface with One Pro Zoom Software License and Support Agreement, Page 85
- (v) CollegeNet Master Services Agreement and Service Selection Addendum for StandOut System, Page 88

**14. INFORMATION ITEMS – NO ACTION REQUIRED**

**15. ANNOUNCEMENTS**

**16. ITEMS FROM THE BOARD**

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

June 8: Vallejo Education and Business Alliance Foundation Board of Directors meeting at SCCD Vallejo Center

June 12: Vallejo City Council Meeting: The African American Family Reunion Committee (AAFRC, planning committee for Vallejo Juneteenth) received a Proclamation from the City Council

June 13: SCCD Board Retreat in Building 600, Fairfield Campus

June 13: AAFRC (Juneteenth) meeting

June 15: Fundraiser, Spaghetti Dinner for Hakeem Brown’s campaign for City Council at Vallejo Veterans Hall

June 16: Vallejo’s 30<sup>th</sup> Annual Juneteenth Celebration from 11:00 A.M. to 4:00 P.M. at Martin Luther King Jr. Park (Downtown Vallejo). Visit [www.vallejojunteenth.com](http://www.vallejojunteenth.com).

June 18: Community Democratic Club general meeting at North Vallejo Community Center. The guest speaker was Ms. Tina McKinnor who is the highest ranking African American staff member in the California Democratic Party. She is responsible for managing the day to day activities at the Sacramento headquarters.

June 19: AAFRC (Juneteenth) wrap-up committee meeting

Trustee Voyce attended and/or participated in the following:

June 7<sup>th</sup>: Rodriguez High School Graduation

June 8<sup>th</sup>: The Vallejo Art Walk

June 9<sup>th</sup>: Solano Pride's UpBay Pride Dance and Gala fundraiser for the Vallejo Pride Center

June 10<sup>th</sup>: I attended and spoke at Solano Prides UpBay Pride

June 12<sup>th</sup>: Completed Caltrans course Intro to Bicycle Infrastructure

June 13<sup>th</sup>: Attended the 2018 Summer Board Retreat for Solano Community College District

**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 7:51 p.m.