



5055 Santa Teresa Blvd., Gilroy, CA 95020

www.gavilan.edu

(408) 848-4800

Dr. Kathleen A. Rose, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT  
REGULAR MEETING, BOARD OF TRUSTEES  
Tuesday, September 12, 2017

Gavilan College Student Center Lounge  
5055 Santa Teresa Boulevard  
Gilroy, CA 95020

CLOSED SESSION – 6:00 p.m. OPEN SESSION – 7:00 p.m.

AGENDA

I. CALL TO ORDER 6:00 p.m.

1. Roll Call
2. Comments from the Public – This is a time for the public to address the Board
3. Recess to Closed Session (a maximum of 3 minutes will be allotted to each speaker)

CLOSED SESSION 6:00 p.m.

Notice is hereby given that a closed session of the Board will be held under the general provisions listed as follows:

- 1) CONFERENCE WITH LABOR NEGOTIATORS - Closed Session Pursuant to Government Code Section 54957.6  
Agency Negotiators: Kathleen Rose/Eric Ramones  
Employee Organization: GCFA
- 2) CONFERENCE WITH LABOR NEGOTIATORS - Closed Session Pursuant to Government Code Section 54957.6  
Agency Negotiators: Kathleen Rose, Eric Ramones, Kathleen Moberg, and Wade Ellis  
Employee Organization: CSEA
- 3) CONFERENCE WITH LABOR NEGOTIATORS – Closed Session Pursuant to Government Code Section 54957.6  
Agency Negotiators: Dr. Kathleen Rose  
Employee Organization: Unrepresented
- 4) CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:  
One or more claims
- 5) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION - Significant exposure to litigation pursuant to Section 54956.9(b);  
One Case #CV-17-3842-NC



Board of Trustees: Jonathan Brusco  
Laura A. Perry, Esq.

Kent Child  
Lois Locci, Ed.D.

Mark Dover  
Rachel Perez

Walt Glines  
Daniel Chavez

## II. OPEN SESSION 7:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Report of Any Action Taken in Closed Session
5. Approval of Agenda
6. Consent Agenda
  - (a) Regular Meeting of the Board of Trustees minutes, August 8, 2017 and Special Meeting minutes, August 18, 2017
  - (b) Personnel Actions
  - (c) Warrants and electronic transfers drawn on District Funds
  - (d) Payroll Warrants drawn on District Funds
  - (e) Purchase Order Ratification
  - (f) Ratification of Agreements
7. Comments from the Public - This is a time for the public to address the Board  
(a max. of 3 minutes allotted to each speaker)
8. Recognition
  - (a) Jr. Rams Essay Writing Award
  - (b) Recognition of the Employee of the Month
9. Officers' Reports
  - (a) Vice Presidents
  - (b) College President
  - (c) Academic Senate
  - (d) Professional Support Staff
  - (e) Student Representative
  - (f) Board Member Comments
  - (g) Board President
10. Board Committee Reports
11. Information/Staff Reports
  - (a) Update on General Obligation Bond Measure Pre-Election Survey
  - (b) Gavilan College Community Spirit Awards
  - (c) Boot Camp, Summer Bridge, and Immersion Programs
  - (d) Revisions to BP 2220 Committees of the Board

## III. ACTION ITEMS

1. Old Business
  - (a) Public Hearing and Approval of the Final Budget FY 2017/18
2. New Business
  - (a) Expenditure Plan for FY 2017-2018 Proposition 30 Education Protection Act Funds
  - \* (b) Resolution No. 1029: Authorizing Participation in Self-Insured Schools of California III
  - \* (c) Resolution No. 1030 Application for Fiscal Independence from Santa Clara County starting on July 1, 2018
  - \* (d) Resolution No. 1031 Ratification of New Bank Trust Account
  - (e) Solar PV Carport Project DSA Project Inspector Services
  - (f) Laboratory of Record Service Agreement with Earth Systems Pacific

## IV. CLOSING ITEMS

1. The next regularly scheduled Board meeting is October 10, 2017, **Student Center Lounge**.
2. Adjournment

\*Roll Call Vote

GAVILAN COLLEGE MISSION

Gavilan College cultivates learning and personal growth in students of all backgrounds and abilities through innovative practices in both traditional and emerging learning environments; transfer pathways, career and technical education, developmental education, and support services prepare students for success in a dynamic and multicultural world.

PUBLIC COMMENTS – Individuals wishing to address the Board on a non-agenda item may do so during the Comments from the Public. However, no action may be taken on an item, which is not on the agenda. The public is welcomed to address the Board on particular agenda items and may do so at the time it is presented. Guidelines for Comments from the Public will be as follows:

A maximum of 3 minutes will be allotted to each speaker with a maximum of 20 minutes to a subject area. No disruptive conduct will be permitted at any Gavilan College Board of Trustees meeting.

AGENDA ITEMS – Individuals wishing to have an item appear on the agenda must submit the request in writing to the Superintendent/President two weeks prior to the regularly scheduled meeting. The Board President and Superintendent/President will determine what items will be included in the agendas. Regular meetings are held the second Tuesday of each month.

Items listed under the Consent Agenda are considered to be routine and are acted on by the Board of Trustees as one motion. There is no discussion of these items prior to Board vote unless a member of the Board, staff, or public requests that specific items be discussed and/or removed from the Consent Agenda. It is understood that the Administration recommends approval on all consent items. Each item on the Consent Agenda approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact Nancy Bailey at 408-848-4711. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting.

Members of the public may inspect agenda documents distributed to the Board of Trustees at the President's Office, SC131, during regular working hours, or at <http://www.gavilan.edu/board/agenda.php>

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Please help keep Gavilan College a litter-free campus and preserve its park-like setting. Thank you.

**CONSENT**

**Gavilan Joint Community College District  
Governing Board Agenda**

September 12, 2017

Consent Agenda Item No.                    6 (a)    Office of the President  
Information/Staff Reports No.  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No.

**SUBJECT:** Regular Meeting of the Board of Trustees minutes, August 8, 2017 and Special Meeting minutes, August 18, 2017

- Resolution: BE IT RESOLVED,
- Information Only
- Action Item

**Proposal:**

That the Board of Trustees review and approve the regular meeting of the Board of Trustees minutes, August 8, 2017 and Special Meeting minutes, August 18, 2017.

**Background:**

**Budgetary Implications:**

None.

**Follow Up/Outcome:**

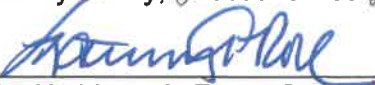
Post approved minutes on the Gavilan College website.

Recommended By: Dr. Kathleen A. Rose, Superintendent/President

Prepared By:

  
\_\_\_\_\_  
Nancy Bailey, Executive Assistant

Agenda Approval:

  
\_\_\_\_\_  
Dr. Kathleen A. Rose, Superintendent/President



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Dr. Kathleen A. Rose, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT  
REGULAR MEETING, BOARD OF TRUSTEES  
Tuesday, August 8, 2017

Gavilan College, Morgan Hill Site  
17060 Monterey Road, Morgan Hill, CA 9503

MINUTES

I. CLOSED SESSION - CALL TO ORDER 6:00 p.m.

Trustee Laura Perry called the meeting to order at 6:02 p.m.

1. Roll Call

Trustees Present: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry

Dr. Kathleen Rose, Superintendent/President  
Kathleen Moberg, Vice President, Student Services  
Dr. Michele Bresso, Vice President of Academic Affairs  
Fred Harris, Vice President of Administrative Services  
Wade Ellis, Associate Vice President of Business & Security Services  
Nancy Bailey, Executive Assistant to the President

2. Comments from the Public

No comments.

3. Recess to Closed Session

The Board recessed to closed session at 6:04 p.m.

II. OPEN SESSION 7:00 p.m.

1. Call to Order

President Laura Perry called the meeting to order at 7:04 p.m.

2. Roll Call

Trustees Present: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry and Daniel Chavez (student trustee)

Kathleen Rose, Superintendent/President  
Kathleen Moberg, Vice President, Student Services  
Michele Bresso, Vice President, Academic Affairs  
Fred Harris Vice President of Administrative Services  
Nikki Dequin, President, GCFA  
Diana Seelie, Professional Support Staff Representative  
Nancy Bailey, Executive Assistant to the President (Recorder)

Board of Trustees: Tom Breen  
Laura A. Perry, Esq.

Kent Child  
Walt Glines

Mark Dover  
Lois Locci, Ed.D.

Jonathan Brusco  
Daniel Chavez



Others in Attendance: Peter Wruck, Susan Sweeney, Fran Lozano, Diane Stone, Kevin Karmer, Jan Bernstein-Chargin, Jeanne Alamdari, Jeronimo Garcia-Juarez, Cherise Mantia, Bobbi Jo Palmer, Ron Hannon, Alice Dufresne-Reyes, Wade Ellis

3. Pledge of Allegiance  
The Pledge of Allegiance was led by Walt Glines.
4. Report of any Action Taken in Closed Session  
Laura Perry reported that the Board voted unanimously in closed session to approve a settlement agreement regarding case #16-CV-2493-NC. A “yes” vote was recorded by each of the 7 board members.
5. Approval of Agenda  
MSC (K. Child/W. Glines) to approve the agenda.  
Vote:  
7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.  
0 Noes
6. Consent Agenda
  - (a) Regular Meeting of the Board of Trustees minutes, July 13, 2017 and Special Meeting/Board Retreat minutes, July 22, 2017
  - (b) Personnel Actions
  - (c) Warrants and electronic transfers drawn on District Funds
  - (d) Payroll Warrants drawn on District Funds
  - (e) Purchase Order Ratification
  - (f) Ratification of Agreements
  - (g) Monthly Financial Report
  - (h) Retiree Health Benefit Trust Investment Portfolio Status as of June 30, 2017

MSC (W. Glines/J. Brusco) to approve.  
Vote:  
7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.  
0 Noes
7. Comments from the Public  
Diane Stone – extended an invitation to trustees for the August 18 Welcome Back BBQ for athletes.  
  
Cherise Mantia – Part Time Vice President for GCFA introduced herself. She is a Gavilan alumnus and has taught in the theater arts department for 3 years. Cherise Mantia said there are exciting activities planned for the upcoming year and she will extend invitations to trustees as they approach.  
  
Walt Glines – recommended trustees attend the STEM Symposium on Friday, August 18 in the science quad starting at 10:00 a.m.
8. Recognition
  - (a) Gavilan College Student-Athlete of the Year Award

Dean of Kinesiology and Athletics Ron Hannon, on behalf of the Department, introduced Erica Chapa of both the volleyball and beach volleyball teams as the recipient of the Gavilan College Student - Athlete of the Year Award. Erica Chapa was one of 28 student-athletes to be recognized for their accomplishments as student-athletes of the month. Eric Chapa received the Year Award for her outstanding leadership, academic achievements, accomplishments on the volleyball courts, and community involvement. Erica Chapa thanked her family for their support and Coach Kramer for the countless life lessons the experience provided. She said coming to Gavilan was a really good decision. Kathleen Rose said she is proud of Erica Chapa's accomplishments and recognized her as a role model.

(b) Recognition of the Employee of the Month

Eva Daley will receive her award at the September 12 board meeting.

9. Officers' Reports

(a) Vice Presidents

Fred Harris – provided an update on athletic projects including the demolition of the dugouts and prep work on the ADA walkway and the gym floor. He said the pool deck work will start in a week along with the ADA parking lot changes.

Kathleen Moberg – reported that the Student Services division is holding a retreat and will be talking about the Chancellor's Vision Statement and what that means for the college. She said Cabinet goals will be discussed along with department outcomes that will increase student success. Kathleen Moberg said the Welcome Center is full with students and staff are working very hard to prepare students for the incoming fall classes. She said a two-day Guided Pathway workshop is scheduled for the upcoming week.

Michele Bresso – said the Guided Pathway workshop is a new way to develop career pathways that is more direct with reasonable time completion. She said the state is discussing special funding to help support career pathway initiatives. Michele Bresso said many individuals were involved in an August 7th training related to California Community College Athletic Association bylaws and stringent requirements.

(b) College President

Kathleen Rose – said the theme for convocation on Friday, August 25, is "practice" and building on what we know. She spoke about the Chancellor's Office Vision for Success and the seven (7) core commitments that community colleges are being asked to incorporate into their actions.

(c) Academic Senate

Nikki Dequin is looking forward to participating in convocation and the part-time faculty orientation.

(d) Professional Support Staff

No report

(e) Student Representative

Daniel Chavez – reported on the upcoming state student trustee elections. He said he has been working with the Berkeley student government to learn about their organization.

(f) Board Member Reports

Kent Child – commented on the origins of the Morgan Hill site and what a nice facility it is.

Jonathan Brusco – said the board retreat was good and that he was happy with the college's progress and the roles everyone has taken on.



Lois Locci – expressed thanks for the microphones in use at the board meeting.

Rachel Perez –acknowledged Gavilan staff Dr. Eddie Cervantes and part time counselor Marcella Serrano for the successful 2017 Ford Driving Dreams grant they wrote in collaboration with the LULAC chapter in Hollister. The \$20,000 award will be used for the Latinos Early Academic Pathway (LEAP) program. Rachel Perez will be attending the Guided Pathways workshop and said she is excited about the colleges opportunity to design a process that works for students.

Walt Glines – spoke about changes being contemplated at CSU such as eliminating remedial classes, placement of students, and math requirements which will impact how community colleges operate. He encouraged Gavilan College to continue to be student centered moving forward. Walt Glines attended the Santa Clara Valley Habitat Agency Advisor Board meeting and heard a presentation about Coyote Valley landscaping linking.

Mark Dover – commented on a recent survey released about college students and their nutrition. He asked if college staff had heard about possible state funding in this area and they had not.

(g) Board President

Laura Perry - thanked staff for the board retreat and said it was good information. She is receiving good public comments about the Coyote Valley site and the postings on Facebook.

10. Board Committee Reports

Retirement Board - Lois Locci reported that the Retirement Board met to review the status of the district's retirees' health benefit fund. New GASB rules will affect the computation of the liability and subsequent funding requirements. The Retirement Board decided to continue with the current balanced investment option.

11. Information/Staff Reports

(a) Gavilan College Community Spirit Awards

Jan Bernstein Chargin said Community Spirit Award nominations are being accepted and that everyone is welcome to nominate a person, organization, or business. She said the timeline as presented in the agenda provides more deliberation time in September. A new on-campus event is being considered in which recipients from all communities gather.

(b) Community Coffee and Conversation Schedule

Dr. Rose will be hosting six (6) community coffee and conversation events throughout the district starting on Saturday, August 12, in Coyote Valley. Other event locations include Hollister, Gilroy, San Martin, San Juan Bautista, and Morgan Hill. She said she will be talking about the Educational Master Plan, the Chancellor's Vision Statement, and any other topics brought forward by community members. Kathleen Rose encouraged all to attend.

(c) Revisions to Committees of the Board and Trustee Assignments

Kathleen Rose presented a draft revised list of board committees with updated descriptions and trustee member assignments as discussed at the July 22<sup>nd</sup> Board Retreat. She welcomed any discussion and/or edits. Jonathan Brusco will serve as chair on the Board Self Evaluation Ad Hoc Committee. This item will return for Board approval in September.

III. ACTION ITEMS

1. Old Business

(a) Approval of Revisions to Board Policies

MSC (K. Child/L. Locci) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

2. New Business

(a) Ratification of CSEA Agreement

Kathleen Rose noted a correction on the agenda cover page under “Follow Up/Outcome”. The correct text is “If approved, the bargaining unit agreement will be implemented.”

MSC (W. Glines/R. Perez) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

(b) Compensation for Unrepresented/Management Employees

Kathleen Rose noted a correction on the agenda cover page under “Follow Up/Outcome”. The correct text is “If approved, staff will implement the changes for the unrepresented/management employees.”

MSC (J. Brusco/K. Child) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

(c) Employment Agreement - Superintendent/President

MSC (K. Child/M. Dover) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

(d) Retiree Health Benefit Trust Contribution

MSC (M. Dover/K. Child) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

\* (e) Approval to Certify the Appointment of a Representative to Joint Powers Authority for Liability and Property Protection. Resolution No. 1026

MSC (K. Child/J. Brusco) to approve.

Roll Call Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

(f) Sale of Surplus Personal Property

MSC (W. Glines/K. Child) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

(g) General Obligation Bond Measure Pre-Election Survey

Discussion: Fred Harris responded to questions. He said financial advisors have indicated that based on assessed valuation within the district a “maximum” amount of the bond would be \$25 per \$100,000 of assessed value or \$235 million. Although, he added, the survey feedback will be a determining factor. Fred Harris said expenses related to pre-election services would be general fund expenses. Once a campaign is declared through board resolution expenses would have to be paid through fundraising.

MSC (J. Brusco/W. Glines) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

- (h) Financial Advisory Services Addendum

MS (J. Brusco/M. Dover) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

- (i) Bond Counsel Services

Discussion: Fred Harris identified some of the responsibilities of the bond counsel including pre-election basics, assisting with the bond resolution language, and later the creation of the Preliminary Official Statement; a step in the issuance of bonds.

MSC (W. Glines/D. Chavez) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

- (j) Lease Lab Classrooms at San Benito High School in Hollister

MSC (W. Glines/J. Brusco) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

- (k) Coyote Valley Educational Center Increment #1, Change Order #3

MSC (W. Glines/M. Dover) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

- (l) Swimming Pool ADA Parking Renovation

MSC (W. Glines/D. Chavez) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

- (m) Athletic Fields Upgrade, DSA Project Inspector Services Revision #1

MSC (D. Chavez/W. Glines) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

- (n) Laboratory of Record Service Agreement with Earth Systems

MSC (W. Glines/D. Chavez) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

- (o) Gymnasium Flooring and Bleachers, Change Order #1

MSC (W. Glines/D. Chavez) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

- (p) Gavilan Swimming Pool Renovation, Change Order #3

MSC (W. Glines/M. Dover) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

- (q) Swimming Pool Renovation, DSA Project Inspector Services Revision #1

MSC (D. Chavez/W. Glines) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

- (r) Student Center Seismic Upgrade, Change Order #4

MSC (W. Glines/M. Dover) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

- (s) Notice of Completion for the Student Center Seismic Upgrade

MSC (K. Child/J. Brusco) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

- (t) Notice of Completion for the STEM Meadow Restoration

MSC (K. Child/D. Chavez) to approve.

Vote:

7 Ayes: Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Rachel Perez, Lois Locci, and Laura Perry (Daniel Chavez – student trustee) to approve.

0 Noes

#### IV. CLOSING ITEMS

1. The next regularly scheduled Board meeting is September 12, 2017, **Student Center Lounge**.
2. Adjournment – The meeting was adjourned at 8:20 p.m.



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(408) 848-4800

Dr. Kathleen A. Rose, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT  
SPECIAL MEETING, BOARD OF TRUSTEES  
Friday, August 18, 2017

Gavilan College, Administration Building, Room 135  
5055 Santa Teresa Boulevard, Gilroy, CA 95020

MINUTES

I. OPEN SESSION 7:30 p.m.

Call to Order

President Laura Perry called the meeting to order at 7:33 p.m.

1. Roll Call

Trustees Present: Kent Child, Mark Dover, Lois Locci, and Laura Perry, Daniel Chavez (student trustee)

Trustees Absent: Jonathan Brusco, Walt Glines, Rachel Perez

Kathleen Rose, Superintendent/President

Eric Ramones, Associate Vice President of Human Resources and Labor Relations

Susan Peterson

Others in Attendance: Phil Williams

2. Approval of Agenda

MSC (K. Child/L. Locci) to approve the agenda.

Vote:

4 Ayes: Kent Child, Mark Dover, Lois Locci, and Laura Perry to approve.

0 Noes

3 Absent: Jonathan Brusco, Walt Glines, Rachel Perez

3. Comments from the Public – no comments.

III. ACTION ITEMS

1. New Business

(a) Resolution 1027: Termination of the Public Employees' Medical and Hospital Care Act with CalPERS for district board members

MSC (K. Child/D. Chavez) to approve the agenda.

Discussion: It was confirmed that the new relationship with the contracting agency Self-Insured Schools of California (SISC) will begin January 1, 2018. Kaiser will be one of the many plans offered.



Board of Trustees: Tom Breen  
Laura A. Perry, Esq.

Kent Child  
Walt Glines

Mark Dover  
Lois Locci, Ed.D.

Jonathan Brusco  
Daniel Chavez

Vote:

4 Ayes: Kent Child, Mark Dover, Lois Locci, Laura Perry, and Daniel Chavez (advisory vote) to approve.

0 Noes

4 Absent: Jonathan Brusco, Walt Glines, Rachel Perez

- (b) Resolution 1028: Termination of the Public Employees' Medical and Hospital Care Act with CalPERS for district employees and retirees  
MSC (K. Child/D. Chavez) to approve the agenda.

Discussion: Eric Ramones said a communication plan includes a notice to retirees and an invitation to retirees to have a one on one meeting with the district's benefit consultant to counsel them through the change process.

Vote:

4 Ayes: Kent Child, Mark Dover, Lois Locci, Laura Perry, and Daniel Chavez (advisory vote) to approve.

0 Noes

3 Absent: Jonathan Brusco, Walt Glines, Rachel Perez

IV. CLOSING ITEMS

1. The next regularly scheduled Board meeting is September 12, 2017, **Student Center Lounge**.
2. Adjournment – The meeting was adjourned at 7:41 p.m.

**Gavilan Joint Community College District  
Governing Board Agenda**

September 12, 2017

Consent Agenda Item No.      II,6(b)  
Information/Staff Reports No.  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No.

**Human Resources**

**SUBJECT:** Personnel Actions

- Resolution: BE IT RESOLVED,
- Information Only
- Action Item

**Proposal:**

That the Board of Trustees approve personnel actions the District is entering into during the period of August 8, 2017 thru September 12, 2017.

**Background:**

Board of Trustees approval is required for all personnel actions. The attached items have been prepared in accordance with existing Board policies and laws related to employees within the California Community College system.

**Budgetary Implications:**

Funds to pay for salaries and benefits of the assignments are included in the final budget for FY 2017-2018.

**Follow Up/Outcome:**

Human Resources will notify employees of the approved personnel actions and issue authorization to allow processing of payroll when due.

Recommended By: Dr. Eric Ramones, Associate Vice President, Human Resources and Labor Relations.

Prepared By:

  
\_\_\_\_\_  
Dr. Eric Ramones, Associate Vice President, Human Resources and Labor Relations

Agenda Approval:

  
\_\_\_\_\_  
Dr. Kathleen Rose, Superintendent/President

## **A. Classified and Unclassified Personnel Actions – September 12, 2017**

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Unless otherwise, please refer to the Classified Salary Schedule for the following personnel actions:

### **I. APPOINTMENTS/PROMOTIONS/TRANSFERS/PERMANENT SCHEDULE CHANGES/WORKING OUT-OF-CLASS**

Amelia Murphy	Chemistry Biological Science Laboratory Coordinator Liberal Arts and Sciences September 7, 2017
Claudia Traver	Program Services Specialist – Retention Change from 12 months to 10 months Student Services July 1, 2017
Christine Simas	Accountant Business Services September 11, 2017
Diana Hampton	Senior Program Specialist SSSP – Evaluation Change from 12 months to 11 months Student Services August 1, 2017
Jonetta Quesada	Accountant Business Services September 18, 2017
Louis Seelie	Campus Security Officer Change from 9 months to 11 months Business Services April 1, 2017
Melvin Rauss	Campus Security Officer Change from 9 months to 11 months Business Services April 1, 2017
Victoria Masey	Instructional Program Specialist Liberal Arts and Sciences September 13, 2017
Zachary Daulton	Instructional Program Specialist Out of Class Career Technical Education – Digital Media August 1, 2017



## **II. SHORT TERM AND SHORT TERM PEAK/TEMPORARY APPOINTMENTS**

Heather Kyles	Student Assessment Specialist Student Services July 1, 2017 to June 30, 2018
Jeri Allen	Student Assessment Specialist Student Services July 1, 2017 to June 30, 2018
Jessica Madrigal	Student Records Technician Student Services & CDGM August 28, 2017 to June 30, 2018
Melissa Vasquez	Financial Aid Technician I Student Services July 17, 2017 to December 15, 2017

## **III. PROFESSIONAL EXPERTS**

Adrian Gallegos	Football Field Painting Kinesiology and Athletics August 8, 2017 to November 30, 2017
Adrian Gallegos	Assistant Football Coach Kinesiology and Athletics August 15, 2017 to November 30, 2017
Austin Reville	Assistant Football Coach Kinesiology and Athletics August 15, 2017 to November 30, 2017
Carlos Woods	Assistant Football Coach Kinesiology and Athletics August 15, 2017 to November 30, 2017
Christopher Spence	Assistant Volleyball Coach Kinesiology and Athletics August 15, 2017 to November 30, 2017
Rowen Tupuivao	Assistant Football Coach Kinesiology and Athletics August 15, 2017 to November 30, 2017
Tomas Andrade	Soccer Field Painting Kinesiology and Athletics August 15, 2017 to November 30, 2017

Tomas Andrade                      Assistant Coach – Men’s Soccer  
Kinesiology and Athletics  
August 15, 2017 to November 30, 2017

**IV.     SUBSTITUTE AND/OR INTERSESSION APPOINTMENTS**

Priscilla DeAnda                      Office Assistant  
Student Services  
July 3, 2017 to August 23, 2017

Sandra Mendoza                      Library Technician  
Office of Academic Affairs  
July 1, 2017 to September 30, 2017

**V.     REQUESTS FOR LEAVE**

NONE

**VI.    PERMISSION TO ENROLL/STAFF DEVELOPMENT**

NONE

**VII.   PERMISSION TO ENROLL/PROFESSIONAL GROWTH**

NONE

**VIII.   APPLICATION FOR AWARD/STAFF DEVELOPMENT**

NONE

**IX.    APPLICATION FOR AWARD/PROFESSIONAL GROWTH**

NONE

**X.     ADDITIONAL DUTY/STIPEND**

NONE

**XI.    VOLUNTEERS**

Miguel Guterrez                      Volunteer Worker  
Kinesiology and Athletics  
July 1, 2017

Ron Hunt                                Volunteer Worker  
Community Development and Grants Management  
September 1, 2017 to August 30, 2018

Stephen Amoako                      Volunteer Worker

Kinesiology and Athletics  
August 7, 2017 to June 30, 2018

Thomas Dunham Volunteer Worker  
Non-Credit  
August 28, 2017 to August 20, 2018

**XII. RESIGNATIONS AND RETIREMENTS**

NONE

**XIII. REQUEST FOR CATASTROPHIC LEAVE CREDITS**

NONE

**RECOMMENDATION: The Administration recommends approval of the above Classified & Unclassified Personnel Actions.**

## **B. Faculty Personnel Actions – September 12, 2017**

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Unless otherwise, please refer to the Faculty Salary Schedule for the following personnel actions:

### **I. APPOINTMENTS**

NONE

### **II. FACULTY OVERLOAD/ADDITIONAL DUTY/STIPENDS**

Bea Lawn	English as a Second Language Assessment Non-Credit Program August 16, 2017 to August 24, 2017
Christina Salvin	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Doug Achterman	Head Librarian Community Development and Grants Management August 1, 2017 to September 30, 2017
Elena Dachkova	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Enrique Luna	Canvas Workshop Community Development and Grants Management August 4, 2017
Erik Medina	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Erik Medina	Career Ladders Project Workshop Community Development and Grants Management July 17, 2017
Erin Crook	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Erin Crook	Canvas Workshop Community Development and Grants Management August 4, 2017
Erin Crook	Materials Development

Liberal Arts and Sciences / Basic Skills and Student  
Outcomes Transformation Grant  
August 28, 2017 to December 22, 2017

Gary Cribb	Counselor Community Development Grants Management August 21, 2017 to August 24, 2017
Jane Maringer	Canvas Workshop Community Development and Grants Management August 4, 2017
Jennifer Nari	ACES Consortium Work Office of Instruction August 28, 2017 to May 30, 2018
Jennifer Nari	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Jessica Hooper	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Jessica Gatewood	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Jessica Gatewood	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant August 28, 2017 to December 22, 2017
Johanna Stewart	Career Ladders Project Workshop Community Development and Grants Management July 17, 2017
John Lango	Head Strength & Conditioning Coach Kinesiology and Athletics August 28, 2017 to December 16, 2017
Karen Warren	Career Ladders Project Workshop Community Development and Grants Management July 17, 2017
Karen Warren	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant

August 28, 2017 to December 22, 2017

Kathy Campbell	English as a Second Language Assessment Non-Credit Program August 16, 2017 to August 24, 2017
Kelly Glass	Communications Instructor Liberal Arts and Sciences March 13, 2017 to May 25, 2017
Ken Wagman	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Kevin Kramer	Volleyball Head Coach Kinesiology and Athletics August 15, 2017 to November 30, 2017
Kim Montague	Allied Health Instructor Career Technical Education July 11, 2017 to July 18, 2017
Marla Dresch	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Mary Ann Sanidad	English as a Second Language Assessment Non-Credit Program August 16, 2017 to August 24, 2017
Neal Andrade	Groundskeeper – Baseball Field Facilities Services July 1, 2017 to June 30, 2018
Nicole Cisneros	English as a Second Language Assessment Non-Credit Program August 15, 2017 to August 24, 2017
Ray Morales	Gavilan College Faculty Association Negotiation Team Office of the President July 1, 2017 to June 30, 2018
Robert Overson	Gavilan College Faculty Association Negotiation Team Office of the President July 1, 2017 to June 30, 2017
Scott Sandler	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017

Scott Sandler	Career Ladders Project Workshop Community Development and Grants Management July 17, 2017
Scott Sandler	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant August 28, 2017 to December 22, 2017
Sejal Dharia	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017

### **III. PART-TIME FACULTY (CREDIT & NON-CREDIT) ASSIGNMENTS/STIPENDS**

Afshin Tirale	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Aloha Sargent	Instructional Technologist Community Development Grants Management August 3, 2017 to August 24, 2017
Alexis Olsen	Career Ladders Project Workshop Community Development and Grants Management July 17, 2017
Ali Arid	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Ali Arid	Career Ladders Project Workshop Community Development and Grants Management July 17, 2017
Andrew Van Tuyl	Canvas Workshop Community Development and Grants Management August 4, 2017
Angela Mora	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant August 28, 2017 to December 22, 2017
Benjamin Pang	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017

Binh Vo	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Brittany Sherman	Hospitality Instructor Office of Instruction July 31, 2017 to June 30, 2018
Caroline Gane	English as a Second Language Assessment Non-Credit Program August 16, 2017 to August 24, 2017
Celise ElKassed	English as a Second Language Assessment Non-Credit Program August 16, 2017 to August 24, 2017
Christine Borello	Canvas Workshop Community Development and Grants Management August 4, 2017
Christopher Salander	Acceleration Training Liberal Arts and Sciences August 7, 2017 to September 30, 2017
Dallas Jensen	Men's Basketball Head Coach Kinesiology and Athletics November 1, 2017 to February 28, 2018
Debbie McLennan	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Diana Wright	Canvas Workshop Community Development and Grants Management August 4, 2017
Dolores Wiemers	Canvas Workshop Community Development and Grants Management August 4, 2017
Elizabeth Flores	TRiO Counselor Student Services August 4, 2017 to December 31, 2017
Eric Lopez	Canvas Workshop Community Development and Grants Management August 4, 2017



Evelyn Sachau	English as a Second Language Instructor Office of Instruction August 28, 2017
Faina Kagan	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Fatemeh Yi	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Gabriel Muro	Canvas Workshop Community Development and Grants Management August 4, 2017
Glenda Mora	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant August 28, 2017 to December 22, 2017
Inga Gonzalez	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Inga Moses	Reading Instructor Liberal Arts and Sciences August 23, 2017 to December 16, 17
Irina Polyakova	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Jackie Collins	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Janis Stipins	Math Instructor Liberal Arts and Sciences August 23, 2017 to December 23, 2017
Jen McMillan	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant August 28, 2017 to December 22, 2017
Jen Penkethman	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant

August 28, 2017 to December 22, 2017

Jennifer Roscher	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Jennifer Roscher	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant August 28, 2017 to December 22, 2017
Jesus Villicana	Career Ladders Project Workshop Community Development and Grants Management July 17, 2017
Karen Diehl	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Karen Diehl	English as a Second Language Assessment Non-Credit Program August 16, 2017 to August 24, 2017
Kimberly Smith	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Kyle Cudal	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Kyle Hull	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Laura Cirvalo	Water Instructor Career Technical Education August 29, 2017 to June 30, 2018
Linda Stubblefield	Canvas Workshop Community Development and Grants Management August 4, 2017
Linda Wills	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Linda Wills	Career Ladders Project Workshop Community Development and Grants Management

July 17, 2017

Lisa Pang	Biology Instructor Liberal Arts and Sciences August 24, 2017 to December 31, 2017
Lynn Hilden	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Martha Oral	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Martha Oral	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant August 28, 2017 to December 22, 2017
Matthew Arellano	Computer Instructor Office of Instruction August 15, 2017 to June 30, 2018
Meredith Hurley	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Meredith Hurley	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant August 28, 2017 to December 22, 2017
Michael Bonillas	Professional Development Career Technical Education July 1, 2017 to June 30, 2018
Michael Cleary	Counselor Accessible Education Center July 1, 2017 to December 25, 2025
Michael Dovenberg	Football Head Coach Kinesiology and Athletics August 15, 2017 to November 30, 2017
Miguel Rocha	Physics Instructor Liberal Arts and Sciences August 24, 2017 to December 23, 2017
Monica Herzi	Basic Skills Teaching Summit

	Liberal Arts and Sciences August 21, 2017
Monica Herzi	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant August 28, 2017 to December 22, 2017
Morgan Mendoza	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Nancy Garcia	Spanish Instructor Liberal Arts and Sciences August 24, 2017 to December 23, 2017
Nathan Osborne	Gavilan College Faculty Association Negotiation Team Office of the President July 1, 2017 to June 30, 2018
Neelam Shukla	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Nguyen Sinh	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Patricia Gomez	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Rachel Anderson	Ecology Instructor Liberal Arts and Sciences August 23, 2017 to December 23, 2017
Raylene Potter	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Ricardo Espinosa	Men's Soccer Head Coach Kinesiology and Athletics August 15, 2017 to November 30, 2017
Richard Hermerding	Canvas Workshop Community Development and Grants Management August 4, 2017
Samuel Sotelo	Canvas Workshop

	Community Development and Grants Management August 4, 2017
Sara Salinas	Canvas Workshop Community Development and Grants Management August 4, 2017
Sarah Kercheval	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Sanford Skolnik	Allied Health Instructor Career Technical Education August 28, 2017 to June 30, 2018
Shanda Adams	English Instructor Liberal Arts and Sciences August 23, 2017 to December 23, 2017
Sera Hirasuna	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant August 28, 2017 to December 22, 2017
Sian Sloan	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Sian Sloan	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant August 28, 2017 to December 22, 2017
Susan Alonzo	Canvas Workshop Community Development and Grants Management August 4, 2017
Susan Dodd	Curriculum Update/Modifications Career Technical Education August 28, 2017 to December 31, 2017
Susan Dodd	Curriculum Update/Modifications Career Technical Education August 7, 2017 to December 15, 2017
Terence Yi	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017

Teri Vladimirov	Reading Instructor Liberal Arts and Sciences August 24, 2017 to December 23, 2017
Tiffany Palsgrove	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Tiffany Palsgrove	Materials Development Liberal Arts and Sciences / Basic Skills and Student Outcomes Transformation Grant August 28, 2017 to December 22, 2017
Timothy Han	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
Tom Dashiell	Career Ladders Project Workshop Community Development and Grants Management July 17, 2017
Tom Mann	Canvas Workshop Community Development and Grants Management August 4, 2017
Trina DeMare	Clinical Nursing Instructor Career Technical Education August 29, 2017 to June 30, 2018
Veronica Andrade	Communications Instructor Liberal Arts and Sciences August 24, 2017 to December 23, 2017
Vincent Parker	Basic Skills Teaching Summit Liberal Arts and Sciences August 21, 2017
William Wolf	Economics Instructor Career Technical Education August 28, 2017 to December 15, 2017
Wilson Cudal De Ocera	English Instructor Office of Instruction August 15, 2017 to June 30, 2018

#### **IV. SUBSTITUTE AND/OR INTERSESSION APPOINTMENTS**

Gilbert Ramirez	Cosmetology Instructor Substitute
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	Career Technical Education June 23, 2017
Gilbert Ramirez	Cosmetology Instructor Substitute Career Technical Education June 28, 2017
Heidi Lopez	Allied Health Instructor Substitute Career Technical Education May 3, 2017
Heidi Lopez	Allied Health Instructor Career Technical Education April 26, 2017
Marla Dresch	STEM Activity Coordinator Liberal Arts and Sciences June 1, 2017 to August 24, 2017
Nicolette Boyd	Cosmetology Instructor Substitute Career Technical Education June 20, 2017
Nicolette Boyd	Cosmetology Instructor Substitute Career Technical Education June 23, 2017
Sylvia Rodriquez	Cosmetology Instructor Substitute Career Technical Education June 15, 2017

**V. REASSIGNMENTS**

Karen Warren	Title V Co-Director, English Instructor Liberal Arts and Sciences, Title V August 1, 2017 to September 30, 2017
Leah Halper	History Instructor Liberal Arts and Sciences August 25, 2017 to December 31, 2017
Scott Sandler	English Instructor Liberal Arts and Sciences August 25, 2017 to December 1, 2017

**VI. RESIGNATIONS AND RETIREMENTS**

NONE

**VII. REQUEST FOR LEAVE**

Leah Halper                      History Instructor  
    Sabbatical Leave  
    Liberal Arts and Sciences  
    January 29, 2017 to May 25, 2017

**VIII. REQUEST FOR CATASTROPHIC LEAVE CREDITS**

NONE

**IX. NEW FSA ASSIGNMENT**

NONE

**RECOMMENDATION: The Administration recommends approval of the above Faculty Personnel Actions.**



## **C. Management/Confidentials Personnel Actions – September 12, 2017**

Unless otherwise, please refer to the Unrepresented Employees Salary Schedule(s) for the following personnel actions:

### **I. APPOINTMENTS/CONTRACT RATIFICATION AND EXTENSIONS**

NONE

### **II. ADDITIONAL DUTY/STIPEND**

Peter Wruck	Director, Institutional Research Doctoral Stipend Administration August 1, 2017
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### **III. SUBSTITUTE AND/OR INTERSESSION APPOINTMENTS**

NONE

### **IV. REQUEST FOR LEAVE**

NONE

### **V. PERMISSION TO ENROLL/PROFESSIONAL GROWTH**

NONE

### **VI. APPLICATION FOR AWARD/PROFESSIONAL GROWTH**

NONE

### **VII. RESIGNATIONS AND RETIREMENTS**

NONE

**RECOMMENDATION:** The Administration recommends approval of the above Management/Confidential Personnel Actions.

## **D. Administration Personnel Actions –September 12, 2017**

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Unless otherwise, please refer to the Administrative Salary Schedule for the following personnel actions:

### **I. APPOINTMENTS**

NONE

### **II. ADDITIONAL DUTY/STIPENDS**

Brooke Boeding	Interim Associate Dean, Accessible Education Center Doctoral Stipend Student Services August 1, 2017
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Eric Ramones	Associate Vice President, Human Resources and Labor Relations Doctoral Stipend Human Resources August 1, 2017
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### **III. BOARD MEMBER APPROVED ABSENCE**

NONE

### **IV. BOARD MEMBER RESIGNATION**

NONE

### **V. RESIGNATIONS AND RETIREMENTS**

NONE

**RECOMMENDATION: The Administration recommends approval of the above Administrative Personnel Actions.**

# Gavilan Joint Community College District Governing Board Agenda

September 12, 2017

Consent Agenda Item No.      II.6(c)                              Administrative Services  
Information/Staff Reports No.  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No.

**SUBJECT:** Warrants and electronic transfers drawn on District Funds

Resolution: BE IT RESOLVED,

Information Only

Action Item

**Proposal:**

That the Board of Trustees ratify warrants and electronic transfers drawn on district funds for the period of August 1, 2017 – August 31, 2017.

**Background:**

In accordance with Education Code Section 85266.5 the Board of Trustees will review for ratification of warrants issued.

**Warrants:**

Dates	Warrant Numbers	Amount
8/1/17 – 8/31/17	18050656 -18051911	\$3,705,935.28

**Electronic Transfers:**

Dates	Description	Amount
None to report		

The complete warrant and electronic transfer list is available for review in the President's Office.

**Budgetary Implications:**

Expenditures are included in the budgets for FY 2016-2017 and 2017-2018.

**Follow Up/Outcome:**

No further action is required.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA  
Wade W. Ellis, CPA – Associate Vice President, Business Services & Security

Agenda Approval: Dr. Kathleen A. Rose  
Dr. Kathleen A. Rose, Superintendent/President

## Gavilan Joint Community College District Governing Board Agenda

September 12, 2017

Consent Agenda Item No.      II.6(d)      Administrative Services  
 Information/Staff Reports No.  
 Discussion Item No.  
 Old Business Agenda Item No.  
 New Business Agenda Item No.

**SUBJECT:** Payroll Warrants drawn on District Funds

Resolution: BE IT RESOLVED,

Information Only

Action Item

**Proposal:**

Ratification of payroll warrants drawn on district funds for the month of August 2017.

**Background:**

The Board of Trustees has directed the district to issue payroll warrants from district funds for the payment of salaries and wages for district employees. The following payrolls were processed by the district during the month of August 2017:

Payroll Period	Pay Date	Total Salaries/Wages
August Supplemental 1	August 10, 2017	\$ 188,484.02
August Regular (EOM)	August 31, 2017	\$ 1,845,070.54
<b>TOTAL</b>		<b>\$ 2,033,554.56</b>
<i>( 509 Pay Warrants Issued )</i>		

**Budgetary Implications:**

Expenditures are included in the Budget for FY 2017/18.

**Follow Up/Outcome:**

No further action is required.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA  
 Wade W. Ellis, CPA – Associate Vice President, Business Services & Security

Agenda Approval: Dr. Kathleen A. Rose  
 Dr. Kathleen A. Rose, Superintendent/President

**Gavilan Joint Community College District  
Governing Board Agenda**

September 12, 2017

Consent Agenda Item No.      II.6(e)                              Administrative Services  
Information/Staff Reports No.  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No.

**SUBJECT:** Purchase Order Ratification

Resolution: BE IT RESOLVED,

Information Only

Action Item

**Proposal:**

That the Board of Trustees approve the attached August 2017 list of purchase orders for FY 2017-18.

**Background:**

During the fiscal year purchase orders are used to acquire goods and services for the District. California Code of Regulations title 5 §Sec. 81655 requires the Board of Trustees to ratify District purchases orders issued.

**Budgetary Implications:**

Purchase Orders are needed to accommodate expenditure needs of various departments' budgets to appropriate general fund and categorical programs.

**Follow Up/Outcome:**

No further action is required.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA  
Wade W. Ellis, CPA -- Associate Vice President, Business Services & Security

Agenda Approval: Kathleen A. Rose  
Dr. Kathleen A. Rose, Superintendent/President

## August 2017 Purchase Orders

P.O. #	Date	Vendor Name	Amount
OP18168	8/1/2017	Palace Art & Office Supply	\$ 1,500.00
OP18169	8/1/2017	Femling, Roxanne	\$ 1,500.00
OP18170	8/1/2017	Sunseri, Tonia	\$ 2,500.00
OP18171	8/1/2017	Milosevich, Slobodanka	\$ 2,000.00
P0007690	8/1/2017	Amazon Business	\$ 696.51
P0007691	8/2/2017	Aira, Kathleen	\$ 600.00
OP18172	8/2/2017	Palace Art & Office Supply	\$ 400.00
OP18173	8/2/2017	Follett Higher Education Group	\$ 4,000.00
P0007693	8/2/2017	Amazon Business	\$ 14.08
P0007694	8/2/2017	Performance Health Supply, Inc	\$ 400.00
P0007695	8/2/2017	Sport & Cycle	\$ 719.06
P0007696	8/2/2017	Sport & Cycle	\$ 1,291.74
P0007697	8/2/2017	CCCSCA	\$ 75.00
P0007698	8/2/2017	Mapleton Communications LLC	\$ 3,000.00
P0007692	8/2/2017	Arbor Scientific	\$ 223.80
OP18174	8/3/2017	Follett Higher Education Group	\$ 10,000.00
P0007699	8/3/2017	Amazon Business	\$ 313.72
P0007700	8/3/2017	Moreno, Maximo	\$ 1,120.00
P0007701	8/3/2017	Sport & Cycle	\$ 1,685.93
P0007702	8/3/2017	Sport & Cycle	\$ 3,131.06
P0007703	8/3/2017	Sport & Cycle	\$ 878.22
P0007704	8/3/2017	Sport & Cycle	\$ 928.20
P0007705	8/3/2017	Amazon.Com Corporate Credit	\$ 238.50
P0007707	8/3/2017	Legend Theatrical Inc	\$ 1,800.41
P0007708	8/3/2017	Central Coast EOP&S Consortium	\$ 600.00
P0007709	8/4/2017	CPP Inc	\$ 195.00
P0007710	8/4/2017	National Association of Student Personnel Admin	\$ 546.31
P0007711	8/4/2017	Medco Supply Inc	\$ 52.22
P0007712	8/4/2017	The Print Shop	\$ 636.56
P0007713	8/7/2017	Apple Computer Inc	\$ 14,234.31
CON10135	8/7/2017	Access Communications Inc	\$ 8,377.00
CON10136	8/7/2017	Gelsinger, Carly	\$ 400.00
CON10139	8/7/2017	Williams, Ronald	\$ 400.00
CON10140	8/7/2017	Animal Damage Management Inc	\$ 9,300.00
CON10141	8/7/2017	Burns, Deborah	\$ 400.00
CON10142	8/7/2017	Cannon, Merle	\$ 16,500.00
CON10145	8/7/2017	McLaughlin Painting Inc	\$ 6,535.00
CON10146	8/7/2017	Palmer, Angela	\$ 400.00
CON10147	8/7/2017	Notary Public Seminars	\$ 1,200.00
CON10148	8/7/2017	Global Software LLC	\$ 18,491.00
P0007716	8/8/2017	Evisions Inc	\$ 382.25
P0007720	8/8/2017	American Promotional Events	\$ 463.80
P0007721	8/8/2017	Amazon Business	\$ 339.65
P0007724	8/8/2017	Amazon Business	\$ 51.32
P0007725	8/8/2017	Amazon Business	\$ 23.65
OP18175	8/8/2017	Alhambra	\$ 350.00

P0007726	8/8/2017	Amazon Business	\$ 1,364.70
P0007729	8/8/2017	Thawte Inc	\$ 805.00
P0007730	8/8/2017	American Meteorological Society	\$ 162.41
P0007732	8/8/2017	Community College League Of CA	\$ 6,350.00
P0007733	8/8/2017	Palace Art & Office Supply	\$ 912.19
P0007736	8/8/2017	United Camps, Conferences & Retreats	\$ 558.57
P0007737	8/8/2017	Flores, Jose	\$ 300.00
P0007738	8/8/2017	Sport & Cycle	\$ 691.55
P0007739	8/8/2017	CompView Inc	\$ 26,890.30
P0007714	8/8/2017	Dell Marketing	\$ 69,336.11
P0007734	8/8/2017	Amazon Business	\$ 457.20
P0007722	8/8/2017	ACCE	\$ 159.00
P0007719	8/8/2017	Amazon Business	\$ 17.50
P0007723	8/8/2017	The Print Shop	\$ 59.05
CON10152	8/8/2017	Innovative Educators Inc	\$ 34,995.00
CON10151	8/8/2017	ExamSoft Worldwide, Inc.	\$ 10,000.00
CON10150	8/8/2017	Cranium Cafe, LLC	\$ 18,750.00
P0007728	8/8/2017	Dell Marketing	\$ 1,636.86
P0007727	8/8/2017	Sehi Computer Products	\$ 371.70
P0007731	8/8/2017	Prime Mechanical Service Inc	\$ 5,041.25
P0007735	8/8/2017	Snap-on Industrial	\$ 1,079.32
P0007718	8/8/2017	Dell Marketing	\$ 2,501.39
P0007715	8/8/2017	Dell Marketing	\$ 128,038.06
OP18176	8/9/2017	Palace Art & Office Supply	\$ 150.00
P0007740	8/9/2017	Dell Marketing	\$ 396.12
P0007741	8/9/2017	Monoprice Inc	\$ 146.48
P0007742	8/9/2017	Sport & Cycle	\$ 647.99
P0007743	8/9/2017	CCS Express, Inc	\$ 4,104.23
OP18177	8/9/2017	Palace Art & Office Supply	\$ 450.00
P0007744	8/10/2017	Council for Higher Education Accreditation	\$ 1,800.00
P0007745	8/10/2017	Dell Marketing	\$ 818.43
P0007746	8/11/2017	Riso, Karen	\$ 14.27
OP18178	8/11/2017	Palace Art & Office Supply	\$ 500.00
P0007747	8/11/2017	Dell Marketing	\$ 1,625.94
CON10154	8/11/2017	Cornerstone Earth Group Inc	\$ 74,000.00
P0007749	8/14/2017	Santa Clara County Office of Education	\$ 35,918.00
P0007750	8/14/2017	California Concessions Inc	\$ 6,237.81
P0007751	8/14/2017	The Learning Oasis Inc	\$ 4,911.21
P0007754	8/14/2017	Sport & Cycle	\$ 1,314.17
P0007752	8/14/2017	Amazon Business	\$ 72.35
P0007753	8/14/2017	Amazon Business	\$ 126.21
P0007748	8/14/2017	Quality Landscape Service Inc	\$ 16,940.00
OP18179	8/14/2017	John Blaettler Accountancy Corp	\$ 6,000.00
P0007755	8/15/2017	Crooks, Alleen	\$ 163.50
P0007756	8/15/2017	Liebert Cassidy Whitmore	\$ 2,755.00
P0007757	8/15/2017	Dell Marketing	\$ 1,636.86
P0007761	8/15/2017	American Library Association	\$ 599.00
P0007763	8/15/2017	Full Compass Systems Ltd.	\$ 3,698.02
P0007764	8/15/2017	Alpha Media LLC	\$ 2,000.00

OP18182	8/15/2017	County Of Santa Clara	\$ 6,000.00
OP18181	8/15/2017	Job Elephant	\$ 1,180.00
OP18180	8/15/2017	Palace Art & Office Supply	\$ 3,857.00
OP18183	8/15/2017	Department of Justice	\$ 6,000.00
P0007758	8/15/2017	Dell Marketing	\$ 378.12
P0007759	8/15/2017	Amazon Business	\$ 426.70
CON10153	8/15/2017	Vigeant, Noella	\$ 850.45
P0007765	8/15/2017	Ramos Perez, Sandra	\$ 250.00
P0007766	8/15/2017	Dell Marketing	\$ 1,208.73
P0007767	8/16/2017	Moore Medical LLC	\$ 313.75
P0007768	8/16/2017	Sport & Cycle	\$ 292.74
OP18184	8/17/2017	Guitar Center Stores Inc	\$ 500.00
OP18185	8/17/2017	Enterprise Holdings LLC	\$ 1,000.00
OP18187	8/17/2017	Production Advantage	\$ 500.00
OP18188	8/17/2017	Musson Theatrical	\$ 500.00
OP18189	8/17/2017	YBP Library Services	\$ 922.25
P0007771	8/17/2017	Ellucian Support Inc	\$ 3,000.00
P0007772	8/17/2017	Ellucian Support Inc	\$ 690.00
P0007773	8/17/2017	The Print Shop	\$ 119.90
OP18193	8/17/2017	Educational Computer Systems Inc	\$ 2,000.00
P0007775	8/17/2017	Xpressmyself.com LLC	\$ 606.59
P0007776	8/17/2017	Amazon Business	\$ 75.20
P0007779	8/17/2017	Palace Art & Office Supply	\$ 32.69
OP18186	8/17/2017	Palace Art & Office Supply	\$ 1,700.00
P0007760	8/17/2017	Alpha Media LLC	\$ 1,500.00
P0007781	8/17/2017	The Print Shop	\$ 147.15
P0007782	8/17/2017	Asp, Susan	\$ 418.56
P0007783	8/17/2017	San Joaquin Delta College	\$ 650.00
P0007784	8/17/2017	Pierce College	\$ 500.00
P0007785	8/17/2017	Califitness Inc	\$ 295.00
P0007787	8/17/2017	CCCWVCA	\$ 125.00
P0007788	8/17/2017	Pacific Monarch	\$ 2,000.00
P0007780	8/17/2017	Amazon Business	\$ 937.66
P0007774	8/17/2017	Palace Art & Office Supply	\$ 718.96
CO10115A	8/17/2017	CampusLogic, Inc	\$ 34,375.00
P0007777	8/17/2017	Competitive Edge Software	\$ 900.00
P0007778	8/17/2017	Dell Marketing	\$ 264.08
OP18191	8/17/2017	Pacific Coast Recycling Inc	\$ 3,000.00
OP18190	8/17/2017	Kone Inc	\$ 5,000.00
P0007770	8/17/2017	Ramos, David	\$ 118.74
P0007769	8/17/2017	Sehi Computer Products	\$ 305.21
P0007786	8/17/2017	The Print Shop	\$ 119.90
CON10155	8/17/2017	San Jose Charters Inc	\$ 2,022.00
CON10156	8/17/2017	San Jose Charters Inc	\$ 2,340.00
CON10157	8/17/2017	San Jose Charters Inc	\$ 2,340.00
CON10158	8/17/2017	San Jose Charters Inc	\$ 2,340.00
CON10159	8/17/2017	Cold Craft Inc	\$ 68,788.00
P0007789	8/18/2017	Dice Communications Inc	\$ 871.30
P0007790	8/21/2017	San Jose State University	\$ 32.10



P0007792	8/21/2017	California State University Monterey Bay	\$ 29,835.97
OP18194	8/21/2017	Amazon Business	\$ 200.00
P0007793	8/21/2017	Richard McMahon	\$ 157.33
P0007794	8/21/2017	Articulate Solutions Inc	\$ 4,400.00
P0007795	8/21/2017	Evans, Paul	\$ 3,250.00
P0007797	8/21/2017	Gilroy Elks Lodge No 1567	\$ 1,000.00
P0007791	8/21/2017	Amazon Business	\$ 218.00
CON10160	8/21/2017	Konica Minolta Business Solutions USA Inc	\$ 10,000.00
CON10161	8/21/2017	Konica Minolta Business Solutions USA Inc	\$ 50,375.52
P0007796	8/21/2017	Palace Art & Office Supply	\$ 20.49
P0007799	8/22/2017	Qualtrics LLC	\$ 3,000.00
OP18195	8/22/2017	City Of Morgan Hill	\$ 179,166.70
OP18198	8/22/2017	Enterprise Holdings LLC	\$ 6,250.00
OP18199	8/22/2017	Enterprise Holdings LLC	\$ 6,000.00
OP18192	8/22/2017	Educational Computer Systems Inc	\$ 24,000.00
OP18200	8/22/2017	Palace Art & Office Supply	\$ 500.00
P0007802	8/22/2017	Califitness Inc	\$ 603.89
ASB18002	8/22/2017	Sport & Cycle	\$ 1,031.23
P0007805	8/22/2017	Palace Art & Office Supply	\$ 18,132.05
P0007800	8/22/2017	Cambium Learning Inc	\$ 12,727.13
OP18196	8/22/2017	American Supply Co	\$ 60,000.00
OP18197	8/22/2017	Grainger Industrial Supply Co	\$ 12,000.00
P0007801	8/22/2017	DJI Store NYC	\$ 23,017.10
ASB18003	8/22/2017	Gilroy Elks Lodge No 1567	\$ 1,000.00
P0007804	8/22/2017	CACCRAO	\$ 300.00
P0007803	8/22/2017	Bone Clones, Inc.	\$ 25,141.28
P0007808	8/23/2017	The Print Shop	\$ 59.05
P0007809	8/23/2017	Student Insurance	\$ 432.00
P0007806	8/23/2017	Amazon Business	\$ 30.52
P0007807	8/23/2017	Amazon Business	\$ 933.54
P0007810	8/23/2017	CDW Government Inc	\$ 5,980.27
CON10164	8/24/2017	Bohannon, Kimberley	\$ 7,500.00
CON10163	8/24/2017	Bohannon, Kimberley	\$ 15,000.00
CON10162	8/24/2017	Legend Theatrical Inc	\$ 2,300.00
CON10144	8/24/2017	True North Research, Inc	\$ 38,500.00
CON10143	8/24/2017	Terris Barnes Walters Boigon Heath	\$ 50,000.00
P0007811	8/24/2017	B & H Photo-Video	\$ 914.41
CON10149	8/25/2017	Blackbaud, Inc.	\$ 14,364.00
P0007813	8/28/2017	Konica Minolta Business Solutions USA Inc	\$ 975.56
P0007815	8/28/2017	Sport & Cycle	\$ 642.60
P0007816	8/28/2017	B & H Photo-Video	\$ 332.13
P0007814	8/28/2017	Palace Art & Office Supply	\$ 1,258.95
P0007812	8/28/2017	Konica Minolta Business Solutions USA Inc	\$ 1,317.23
P0007817	8/29/2017	Riso, Karen	\$ 43.06
P0007819	8/29/2017	CCCBCA	\$ 115.00
P0007820	8/29/2017	Palace Art & Office Supply	\$ 407.88
P0007818	8/29/2017	Lincoln Equipment Inc	\$ 4,959.13
CON10168	8/29/2017	Munoz, Mauricio	\$ 6,510.00
CON10166	8/29/2017	Cruz, Mary	\$ 1,000.00

CON10167	8/29/2017	Sunseri, Tonia	\$ 2,500.00
OP18201	8/30/2017	Palace Art & Office Supply	\$ 1,000.00
CON10169	8/30/2017	Earth Systems Consultants	\$ 50,000.00
PO007821	8/30/2017	Mercury News	\$ 373.47
PO007822	8/31/2017	Altura Communications Solutions LLC	\$ 24,991.47
PO007823	8/31/2017	Follett Higher Education Group	\$ 1,147.77
PO007824	8/31/2017	San Benito County Fair	\$ 96.00
PO007825	8/31/2017	Amazon Business	\$ 48.27
OP18202	8/31/2017	Follett Higher Education Group	\$ 2,000.00
OP18203	8/31/2017	Follett Higher Education Group	\$ 4,000.00
OP18204	8/31/2017	Palace Art & Office Supply	\$ 3,020.00
PO007826	8/31/2017	Amazon Business	\$ 43.55
PO007827	8/31/2017	Amazon Business	\$ 191.86
PO007828	8/31/2017	Classic Cleaners	\$ 586.00
PO007829	8/31/2017	Palace Art & Office Supply	\$ 10.33
			\$ 1,474,820.57

**Gavilan Joint Community College District  
Governing Board Agenda**

September 12, 2017

Consent Agenda Item No.        II.6(f)                                         Administrative Services  
Information/Staff Reports No.  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No.

**SUBJECT:** Ratification of Agreements

Resolution: BE IT RESOLVED,

Information Only

Action Item

**Proposal:**

That the Board of Trustees ratify agreements entered into pursuant to the Education Code. Attachment A is a list of agreements to be ratified.

**Background:**

Education Code Section 81656 authorizes the Board of Trustees to delegate authority to enter into contracts up to \$88,300 subject to ratification by the Board within 60 days of issuance of agreement.

**Budgetary Implications:**

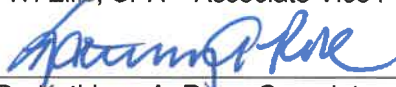
The contracts are funded by appropriations included in the Budget for FY 2017-2018.

**Follow Up/Outcome:**

No further action is required.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By:   
Wade W. Ellis, CPA – Associate Vice President, Business Services & Security

Agenda Approval:   
Dr. Kathleen A. Rose, Superintendent/President

Meeting Date: September 12, 2017

Agreement Number	Amount	Vendor	Description
CON10153	\$ 400.00	Noella Vigeant	Community Education Instructor 6/1/17-8/30/17
CON10155	\$ 2,022.00	San Jose Charters	Football Transportation to and from San Jose City College on 9/2/17
CON10156	\$ 2,340.00	San Jose Charters	Football Transportation to and from Hartnell College on 9/30/17
CON10157	\$ 2,340.00	San Jose Charters	Football Transportation to and from Merced College on 10/28/17
CON10158	\$ 2,340.00	San Jose Charters	Football Transportation to and from West Hill College on 11/11/17
CON10159	\$ 68,788.00	Cold Craft	HVAC Maintenance 8/1/17-9/31/18
CON10162	\$ 2,300.00	Legend Theatrical	Theater Production Screen
CON10163	\$ 15,000.00	Kimberly Bohannon	Pharmacy Tech Program Development & Management 8/1/17-6/30/19
CON10164	\$ 7,500.00	Kimberly Bohannon	Veterinary Assistant Program Development & Management 8/1/17-6/30/19
CON10165	no fee	Aromas - San Juan USD	Facilities Use Agreement
CON10166	\$ 1,000.00	Mary I Cruz	Wardrobe / Assistant Designer for Fall Show 8/21/17-12/10/17
CON10167	\$ 2,500.00	Tonia Suseri	Cutter / Sticher for Fall and Spring Shows 7/24/17 - 5/20/18
CON10168	\$ 6,510.00	Mauricio Munoz	Community Education Instructor Scuba Diving 8/1/17-6/30/18
CON10171	no fee	Second Harvest Food Bank of Santa Clara and San Mateo Counties	Outreach Collaboration 9/1/17 - 8/31/19

**RECOGNITION**

# Gavilan Joint Community College District Governing Board Agenda

September 12, 2017

Consent Agenda Item No.  
Recognitions II.8 (a)  
Information/Staff Reports No.  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No.

**SUBJECT:** Jr. Rams Essay Writing Award

- Resolution: BE IT RESOLVED,  
 Information Only  
 Action Item

**Proposal:**

Present the Jr. Rams Essay Writing Award winner to the Board of Trustees.

**Background:**

A selected winner/s will be reading their essay that was selected from the entries. The Jr. Rams Club was created in 2008 as a project of the Gavilan Leadership Development Class. Its purpose is to provide middle school students with information and resources to help them properly plan for their higher educational goals. A major component of this is showing students how Gavilan Community College can fit into these plans.

**Recognition:**

This year's recipient of the Jr. Rams Essay Writing Award goes to Shaunak Warty a 7<sup>th</sup> grader at Fisher Middle School.

Recommended By: Judy Rodriguez, Director of Instructional Site, Hollister

Prepared By:

  
Nancy Bailey, Executive Assistant

Agenda Approval:

  
Dr. Kathleen A. Rose, Superintendent/President

# Gavilan Joint Community College District Governing Board Agenda

September 12, 2017

Consent Agenda Item No.  
Information/Staff Reports No. II.8(b)  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No.

Office of the President

**SUBJECT:** Recognition of the Employees of the Month

Resolution: BE IT RESOLVED,

Information Only

Action Item

**Proposal:** That the Board of Trustees review recognition of the following Employees of the Month.

## **Background:**

The purpose of the Employee of the Month Award program is to encourage employee excellence and dedication and to let employees know that they are valued for their unique contributions.

## **Employee of the Month, July 2017 – Eva Daley**

Eva does everything nursing... she keeps track of nursing applicants, denied applicants, accepted nursing students, clinical requirements and since they don't use Banner to track any of these, she does it all by creating spreadsheets!

She submits curriculum changes, she submits quarterly grant reports, she completes accreditation reports for renewal from the LVN and RN Boards, she completes annual BRN and BVN reports, and deals with everything for the AH budget.

She is extremely bright and she is always smiling, positive, and happy. She rarely complains and is well liked and respected by many. The Nursing students and staff love her!!!

She is also the secretary for CSEA and is currently part of CSEA's negotiations team.

## **Budgetary Implications:**

None

## **Follow Up/Outcome:**

1. Human Resources will contact the employee and let them know that he/she was selected as the EMPLOYEE OF THE MONTH.
2. Human Resources will send an announcement campus-wide.

3. The employee will be recognized by his/her department supervisor.
4. The employee will be recognized in the Campus Newsletter by the PIO.
5. The employee will be recognized at the district's annual Employee Recognition Banquet held in May.
6. The employee's name will be placed on the wall plaque located in the North/South Lounge.
7. The employee will receive a desktop award with his/her name engraved.

Recommended By: Dr. Kathleen Rose, Superintendent/President

Prepared By:   
Dr. Eric Ramones, Associate Vice President, Human Resources  
and Labor Relations

Agenda Approval:   
Dr. Kathleen Rose, Superintendent/President



**INFORMATION**

**Gavilan Joint Community College District  
Governing Board Agenda**

September 12, 2017

Consent Agenda Item No. Administrative Services  
Information/Staff Reports No. 11(a)  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No.

**SUBJECT:** Update on General Obligation Bond Measure Pre-Election Survey

Resolution: BE IT RESOLVED,

Information Only

Action Item

**Proposal:**

An update will be provided by staff on the status of the General Obligation Bond Measure Pre-Election Survey being done by True North Research Inc.

**Background:**

A Pre-Election Survey is in process to evaluate the electoral feasibility of a General Obligation Bond Measure being placed on the ballot in 2018. This survey by True North Research Inc. will provide an unbiased, statistically reliable evaluation of voters' interest in supporting a local bond measure, as well as identify how best to align the measure proposed to perform for the District. The results of this survey will be provided at the Board's October 2017 meeting.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By:   
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval:   
Dr. Kathleen A. Rose, Superintendent/ President

# Gavilan Joint Community College District Governing Board Agenda

September 12, 2017

Consent Agenda Item No.  
Information/Staff Reports No. II.11(b)  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No.

Office of the President

**SUBJECT:** Gavilan College Community Spirit Awards

Resolution: BE IT RESOLVED,

Information Only

Action Item

**Proposal:**

That the Board of Trustees grant the Gavilan College Community Spirit Awards for Gilroy, Morgan Hill, and San Benito County. The committee's recommendations will be presented at the September board meeting.

The awards will be presented to honorees at the following dates and times:

MORGAN HILL – October 5, 2017, 7:30 a.m.; Morgan Hill Community and Cultural Center  
GILROY – October 12, 2017; 5:30 p.m. Pinnacle Bank  
HOLLISTER – October 26, 2017, 7:30 a.m.; location TBA

**Background:**

Each year, Gavilan College recognizes individuals, organizations, and businesses that provide service and contribute in a positive way to the community. Three sets of awards are given: one for Morgan Hill, one for Gilroy, and one for San Benito County. Anyone may submit a nomination for a worthy candidate.

**Budgetary Implications:**


The cost of sponsoring the award receptions is approximately \$900 (plaques and event costs).

**Follow Up/Outcome:**

See calendar and nomination form, attached.

Recommended By: Dr. Kathleen A. Rose, Superintendent/President

Prepared By: Jan Bernstein Chargin, Public Information Officer

Agenda Approval:   
Dr. Kathleen A. Rose, Superintendent/President

**Gavilan Joint Community College District  
Governing Board Agenda**

September 12, 2017

Consent Agenda Item No.  
Information/Staff Reports No. II.11(c)  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No.

Office of Academic Affairs

**SUBJECT:** Boot camp, Summer Bridge, and Immersion Programs

Resolution: BE IT RESOLVED,

Information Only

Action Item

**Proposal:**

Bootcamp, Summer Bridge, and Immersion Programs presentation and impact on student success.

**Background:**

The purpose of this presentation will be to provide an overview of boot camps, summer bridge, immersion programs as related to meeting student success metrics. Faculty and students will discuss Math Immersion and Math review as well as the Math for Summer Bridge in both TRIO and the STEM Academy. Enrollments will be provided, student achievement data explained in context and curriculum provided in alignment with academic degrees and certificates.

**Budgetary Implications:**

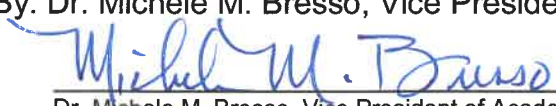
None.

**Follow Up/Outcome:**

Faster velocity from basic skills to transfer courses and increased success in subsequent classes.

Recommended By: Dr. Michele M. Bresso, Vice President of Academic Affairs

Prepared By:

  
\_\_\_\_\_  
Dr. Michele M. Bresso, Vice President of Academic Affairs

Agenda Approval:

  
\_\_\_\_\_  
Dr. Kathleen Rose, Superintendent/ President

# Gavilan Joint Community College District Governing Board Agenda

September 12, 2017

Consent Agenda Item No.

Office of the President

Information/Staff Reports No. 11(d)

Discussion Item No.

Old Business Agenda Item No.

New Business Agenda Item No.

**SUBJECT:** Review Edits to Board Policy 2220, Committees of the Board

Resolution: BE IT RESOLVED,

Information Only

Action Item

**Proposal:**

That the Board review and comment as appropriate regarding the proposed changes to Board Policy 2220, Committees of the Board as attached.

**Background:**

The policy edits are based on a review of board committees by the Board of Trustees at their July 22, 2017 retreat.

**Budgetary Implications:**

None.

**Follow Up/Outcome:**

The policy will be presented to the Board of Trustees for a second reading and action at the next Board meeting.

Recommended By: Kathleen A. Rose, Ed.D., Superintendent/President

Prepared By:

  
Nancy Bailey, Executive Assistant

Agenda Approval:

  
Kathleen A. Rose, Ed.D., Superintendent/President

# BP 2220 Committees of the Board

## Reference:

### ***Government Code Section 54952***

The Board may by action establish committees that it determines are necessary to assist the Board in its responsibilities. Any committee established by board action shall comply with the requirements of the California Public Meetings Act and with these policies regarding open meetings.

Board committees that are composed solely of less than a quorum of members of the Board and do not have authority that may lawfully be exercised by the Board itself, are not required to comply with the California Public Meetings Act, or with these policies regarding open meetings.

Board committees have no authority or power to act on behalf of the Board. Findings or recommendations shall be reported to the Board for consideration.

Board committee agendas will include the names of the assigned board members. The Board has established the following board sub-committees:

#### Standing Committees:

- \*Board Policy and Administrative Procedure Oversight Committee
- \*Budget and Integrated Planning Committee
- \*Facilities Development and Utilization
- Institutional Effectiveness and Strategic Planning Committee
- School District Collaboration Committee

#### Ad Hoc Committees:

- +Evaluation of the College President of the College Ad Hoc Committee
- \* Strategic Planning Steering
- \*Athletic
- \* Community Education
- \*Board Self Evaluation Ad Hoc Committee
- + Off Site Educational Centers
- + School District Collaboration

#### Other:

- \*Retirement Board Review Committee

~~\* Standing Committee~~

~~+ Ad Hoc Committee~~

Reviewed and Approved by the Board of Trustees: June 12, 2016  
Amended by the Board of Trustees: October 9, 2012  
Amended by the Board of Trustees: October 11, 2005  
Approved by the Board of Trustees: June 12, 2001

**OLD BUSINESS**

**Gavilan Joint Community College District  
Governing Board Agenda**

September 12, 2017

Consent Agenda Item No. \_\_\_\_\_ Administrative Services  
Information/Staff Reports No. \_\_\_\_\_  
Discussion Item No. \_\_\_\_\_  
Old Business Agenda Item No. III.1(a)  
New Business Agenda Item No. \_\_\_\_\_

**SUBJECT:** Public Hearing and Approval of the Final Budget FY 2017/18

Resolution: BE IT RESOLVED,

Information Only

Action Item

**Proposal:**

1. Conduct public hearing for the public to comment on the Final Budget FY 2017/18.
2. That the Board of Trustees approve the Final Budget FY 2017/18.

**Background:**

The Final Budget FY 2017/18 has been available for public view since September 4, 2017 in the Business Office. In the interest of reducing paper, a hard copy of the Final Budget FY 2017/18 is attached for Board members only. The Final Budget Report can be viewed at the following link: <http://www.gavilan.edu/budget/index.html>. Hard copies are available upon request from the Office of the President.

The Final Budget has been developed using revenue estimates provided by the Chancellor's Office, California Community Colleges and judgments made by staff as to the amounts of local revenues anticipated from the college's various activities. For example, the Final Budget is based on a COLA of 1.56% funded and a 2% increase to salary schedules. Expenditure projections have been made in consideration of all known and anticipated expenditures. Expenditures include resources to meet the District's collective bargaining commitments and general operations.

For FY 2017/18, the Final Budget provides for a projected ending fund balance in the Unrestricted General Fund at June 30, 2018 of \$4,353,229 or 12.64% of total expenditures and transfers out.

The attached Final Budget has been reviewed by the Board Budget Committee.

**Budgetary Implications:**

The FY 2017/18 Final Budget shows projected expenditures equal to revenues of \$34,441,590. The result of these projections is a balanced budget for FY 2017/18.



**Follow Up/Outcome:**

Make adjustments as required.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA  
Wade W. Ellis, CPA, - Associate Vice President, Business Services & Security

Agenda Approval: Kathleen A. Rose  
Dr. Kathleen A. Rose, Superintendent/President

**NEW BUSINESS**

**Gavilan Joint Community College District  
Governing Board Agenda**

September 12, 2017

Consent Agenda Item No.  
Information/Staff Reports No.  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No. III.2(a)

Administrative Services

**SUBJECT:** Expenditure Plan for FY 2017-2018 Proposition 30 Education Protection Act Funds

- Resolution: BE IT RESOLVED,  
 Information Only  
 Action Item

**Proposal:**

That the Board of Trustees approves the allocation of the Proposition 30 funds for FY2017-2018 as detailed on the attached worksheet.

**Background:**

Proposition 30, The Schools and Local Public Safety Protection Act of 2012, temporarily increases the state sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers. It was approved by voters in November 2012. To ensure that the funds are used as intended, several requirements were included in the proposition:

- Governing Boards must determine how the funds will be spent at a public meeting
- Districts may not use Proposition 30 for administrative costs
- Revenues and expenditures must be reported in the annual fiscal audit
- Accounting of funds must be published annually on the District's website

For FY2017-2018, the District Proposition 30 amount is estimated at \$4,104,186.

**Budgetary Implications:**

The Proposition 30 funds are already reflected in the FY2017/18 budget; this is not additional income to the college.

**Follow Up/Outcome:**

Spending plan for Proposition 30 funds will be published on the District's website and reported in the annual fiscal audit.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA  
Wade W. Ellis, CPA – Associate Vice President, Business Services & Security

Agenda Approval: Kathleen A. Rose  
Dr. Kathleen A. Rose, Superintendent/President

SUPPLEMENTAL DATA

For Actual Year: 2017-2018

District ID: 440

Name: Gavilan Joint Community College District

EPA Revenue	4,104,186
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Activity Classification	Activity Code	Salaries and Benefits	Operating Expenses	Capital Outlay	Total
		(Obj 1000-3000)	(Obj 4000-5000)	(Obj 6000)	
Instructional Activities (1110, 1310)	0100-5900	4,104,186	0	0	4,104,186
Other Support Activites (list below)	6xxx				
Total Expenditures for EPA*		4,104,186	0	0	4,104,186
Revenue less Expenditures					0

\*Total Expenditures for EPA may not include Administrato Salaries and Benefits or other administrative costs.

**Gavilan Joint Community College District  
Governing Board Agenda**

September 12, 2017

Consent Agenda Item No.  
Information/Staff Reports No.  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No. III.2(b)

Administrative Services

**SUBJECT:** Resolution 1029: Authorizing Participation in Self-Insured Schools of California III

- Resolution: BE IT RESOLVED, Approve Resolution 1029
- Information Only
- Action Item

**Proposal:**

That the Board of Trustees adopt Resolution 1029 authorizing participation in Self-Insured Schools of California III (SISC III).

**Background:**

The Board is authorized by California Government Code Sections 53200 et. seq. to provide health and welfare benefits for the benefit of its officers, employees, retired employees, and retired members of the Board. The Board is also authorized by California Government Code Chapter 5, Division 7, Sections 6500 et. seq. to enter into agreements with one or more public agencies for the purpose of jointly exercising any power common to this District and said public agency or public agencies.

The enclosed resolution is our application to join the SISC JPA to provide health benefits to our employees, officers and retirees. Coverage will begin January 1, 2018.

**Budgetary Implications:**

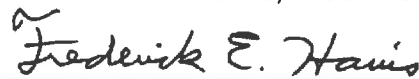
First year budget savings of \$500,000.

**Follow Up/Outcome:**

Upon approval, forward resolution to SISC.

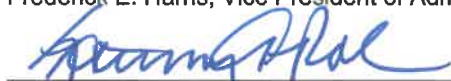
Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By:



Frederick E. Harris, Vice President of Administrative Services

Agenda Approval:



Dr. Kathleen A. Rose, Superintendent/ President

**GAVILAN JOINT COMMUNITY COLLEGE DISTRICT  
RESOLUTION NO. 1029**

**RESOLUTION AUTHORIZING PARTICIPATION IN  
SELF-INSURED SCHOOLS OF CALIFORNIA III (SISC III)**

*WHEREAS*, this Board of Trustees is authorized by California Government Code Sections 53200 et seq. to provide health and welfare benefits for the benefit of its officers, employees, retired employees, and retired members of this Board of Trustees; and

*WHEREAS*, this Board of Trustees is authorized by California Government Code Chapter 5, Division 7, Sections 6500 et seq. to enter into agreements with one or more public agencies for the purpose of jointly exercising any power common to this District and said public agency or public agencies; and

*WHEREAS*, this Board of Trustees has determined that it is in this District's best interest to combine with other public education agencies for the purpose of procuring health and welfare benefits insurance;

**NOW, THEREFORE BE IT RESOLVED** by this Board of Trustees as follows:

1. That the Superintendent of this District is hereby authorized to execute, on behalf of this Board, the SISC III Joint Powers Agreement dated October 1, 1979, for the purpose of establishing insurance programs.
2. That this Board of Trustees hereby agrees to abide by the terms and conditions of said Joint Powers Agreement and SISC III Bylaws, copies of which shall be attached to this resolution and filed herewith as a public record of this District, and this Board of Trustees further agrees to abide by all reasonable and necessary decisions duly and properly made on its behalf by the SISC III Board of Directors in the course of the administration of the joint powers agreement.

**THE FOREGOING RESOLUTION** was adopted by the Board of Trustees of the Gavilan Joint Community College District at a meeting of the Board of Trustees held on September 12, 2017.

AYES: \_\_\_\_\_ Members: \_\_\_\_\_

NOES: \_\_\_\_\_ Members: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_ Members: \_\_\_\_\_

ABSENT: \_\_\_\_\_ Members: \_\_\_\_\_

I, Kathleen A. Rose, Ed.D., Secretary of the Board of Trustees, certify that the foregoing Resolution was adopted by the Governing Board of the Gavilan Joint Community College District, at a meeting of said Board held on the 12th day of September, 2017.

By: \_\_\_\_\_

Secretary of the Board of Trustees

**Gavilan Joint Community College District  
Governing Board Agenda**

September 12, 2017

Consent Agenda Item No.  
Information/Staff Reports No.  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No. III.2(c)

Administrative Services

**SUBJECT:** Resolution No. 1030 Application for Fiscal Independence from Santa Clara County starting on July 1, 2018

- Resolution No. 1030: BE IT RESOLVED, Ratification of Application for Fiscal Independence from Santa Clara County starting on July 1, 2018
- Information Only
- Action Item

**Proposal:**

That the Board of Trustees approve Resolution No. 1030 Application for Fiscal Independence from Santa Clara County starting on July 1, 2018.

**Background:**

Under Education Code Section 85266.5, fiscal independence is granted by the Board of Governors based largely on the recommendation from the District's applicable county office and results of an independent Certified Public Accountant survey of the district's accounting controls. Fiscal independence gives districts broad authority to issue warrants without review or approval of the County Office of Education (COE) or County Auditor. The Santa Clara COE contracted auditor recently completed the audit of the district's accounting controls, and concluded the district was in full compliance.

**Budgetary Implications:**

The District is estimated to save \$36,000 in Santa Clara COE administration fees.

**Follow Up/Outcome:**

Upon approval file the application with the Santa Clara COE.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By:   
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval:   
Dr. Kathleen A. Rose, Superintendent/ President

**GAVILAN JOINT COMMUNITY COLLEGE DISTRICT  
RESOLUTION NO. 1030**

**RESOLUTION APPLYING FOR FISCAL INDEPENDENCE  
PURSUANT TO EDUCATION CODE SECTION 85266.5  
EFFECTIVE JULY 1, 2018**

The *Gavilan Joint Community College District* hereby applies for fiscal independence in issuing its own warrants under the provisions of Education Code Section 85266.5. The district Superintendent/President and Vice President of Administrative Services acknowledge that fiscal independence for the district is predicated on the continuing adherence to the following Board of Governors standards:

**Standard 1: Adequate Fund Balances:** The district has avoided deficit balances in its governmental funds and has maintained a prudent reserve in its unrestricted general fund over the preceding five fiscal years.

**Standard 2: Statute and Governing Board:** The district makes only lawful and appropriate expenditures in carrying out the programs authorized by statute and by the governing board.

**Standard 3: Adequate Internal Controls:** The staff of the accounting, budgeting, contracts, management information systems, internal audits, personnel, and procurement departments are adequate in numbers and skill level to conduct administrative programs independent of detailed review by the county office of education and to provide an internal audit function that assures adequate internal controls.

**Standard 4: Legality and Propriety of Transactions:** The staff of the accounting, budgeting, contracts, management information systems, internal audits, personnel, and procurement departments exercise independent judgment to assure the legality and propriety of transactions.

NOW, THEREFORE, BE IT RESOLVED, that the Gavilan Joint Community College District will file the application to operate as fiscally independent from Santa Clara County starting on July 1st, 2018.

**THE FOREGOING RESOLUTION** was adopted by the Board of Trustees of the Gavilan Joint Community College District at a meeting of the Board of Trustees held on September 12, 2017.

AYES: \_\_\_\_\_ Members: \_\_\_\_\_

NOES: \_\_\_\_\_ Members: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_ Members: \_\_\_\_\_

ABSENT: \_\_\_\_\_ Members: \_\_\_\_\_

I, Kathleen A. Rose, Ed.D., Secretary of the Board of Trustees, certify that the foregoing Resolution was adopted by the Governing Board of the Gavilan Joint Community College District, at a meeting of said Board held on the 12th day of September, 2017.

By: \_\_\_\_\_

Secretary of the Board of Trustees



**Gavilan Joint Community College District  
Governing Board Agenda**

September 12, 2017

Consent Agenda Item No.  
Information/Staff Reports No.  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No. III.2(d)

Administrative Services

**SUBJECT:** Resolution No. 1031 Ratification of new Bank Trust Account

- Resolution No 1031: BE IT RESOLVED, Ratification of new Bank Trust Account
- Information Only
- Action Item

**Proposal:**

That the Board of Trustees approve Resolution No. 1031 to ratify a new bank trust account be opened.

**Background:**

The Board of Trustees to delegate authority to open a new Union Bank trust account for the Property and Liability Claims Administration that started on July 1, 2017, because of the District's new membership in SWACC JPA (Statewide Association of Community Colleges, Joint Powers Authority).

**Budgetary Implications:**

The membership in SWACC JPA has already been approved by the Board and budgeted accordingly in the budget year 2017-18. The Property and Liability Claims Administration fees will be paid out of the Self-Insurance Fund.

**Follow Up/Outcome:**

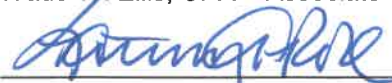
No further action is required.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By:

  
\_\_\_\_\_  
Wade W. Ellis, CPA – Associate Vice President, Business Services & Security

Agenda Approval:

  
\_\_\_\_\_  
Dr. Kathleen A. Rose, Superintendent/President



**PUBLIC ENTITY RESOLUTION**  
**Resolution Number 1031**

California Government Code 53679 stipulates that money not under control of the treasurer but belonging to a local agency and under the control of any of its officers or employees other than the treasurer may deposit funds as active deposits or inactive deposits.

For deposits in excess of the amount insured under any federal law, a contract in accordance with Section 53649 is required.

It is resolved that the officer now or subsequently holding the position of

Clerk (Title) | *Gavilan Joint Community College District* (Public Entity)

is authorized by the Governing Board under California Government Code 53649 to enter into any contract with Union Bank, N.A. relating to any deposit, which in his or her judgment is to the public advantage. Contracting requirements could include:

- Establish bank accounts and services.
- Sign, or change in writing, agreements with the Bank regarding the Public Entity's bank deposit relationship.
- Specify in writing to the Bank the individuals who are authorized in the name of and on behalf of the Public Entity to:
  - Withdraw funds from any of the Public Entity's banking accounts on the Public Entity's checks or orders.
  - Endorse and deliver to the Bank, for any purposes, and in any amount, negotiable or non-negotiable items of any kind, and owned by, or held by, or payable to the Public Entity.
  - Send, review, and/or authorize wire and electronic transfers of funds from the Public Entity accounts. Such authority may be exercised by such authorized individual acting alone, regardless of any multiple signature requirements otherwise applicable to the accounts.
  - Otherwise access the Public Entity's deposit accounts.

This authority has been granted by the Governing Board and shall remain in effect until the Bank receives written notice of revocation at the Office where the Public Entity's banking relationship is maintained.

**CERTIFICATION**

I, Lois Locci, Ed D Clerk/Secretary to the Governing Board of the above referenced Public Entity, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed by the Governing Board

on September 12, (Month and date) of 2017 (Year), and the resolution has not been revoked or amended.

CLERK/SECRETARY TO THE GOVERNING BOARD	SIGNATURE	DATE
	X	

BANK FILE NUMBER	TREASURER FILE NUMBER
AGENT OF BANK FILE NUMBER	AUDITOR NUMBER

## CONTRACT FOR DEPOSIT OF MONEYS

THIS CONTRACT, relating to the deposit of moneys, is made as of the 28<sup>th</sup> day of August, 2017, between Wade W. Ellis, CPA ("Treasurer"), acting in his or her official capacity as Associate V.P. Business Services and Security of Gavilan Joint Community College District ("Depositor"), and MUFG Union Bank, N.A. ("Bank"), as depository and having a shareholder's equity of Sixteen Billion, Two Hundred Nine Million, Eight Hundred Fifty Seven Thousand Dollars (\$16,209,857,000.00.) on March 31, 2017.

The Treasurer proposes to deposit in the Bank from time to time moneys in his or her custody in an aggregate amount on deposit at any one time not to exceed the total shareholder's equity of the Bank and said moneys will be deposited subject to Title 5, Division 2, Part 1, Chapter 4, Article 2 (commencing with Section 53630) of the Government Code of the State of California.

The Government Code requires the Treasurer to enter into a contract setting forth the conditions upon which said moneys are deposited with the Bank.

In the judgment of the Treasurer, this contract is to the public advantage.

The parties agree as follows:

1. This contract cancels and supersedes any previous contracts between the Treasurer and the Bank relating to the method of collateralization of Depositor's deposits.
2. This contract, but not deposits then held hereunder, is subject to termination by the Treasurer or the Bank at any time upon 30 days' written notice. Deposits may be withdrawn in accordance with the agreement of the parties and applicable federal and state statutes, rules and regulations. This contract is subject to modification or termination upon enactment of any statute, rule, or regulation, state or federal, which, in the opinion of the Administrator of Local Agency Security of the State of California (the "Administrator"), is inconsistent herewith, including any change relative to the payment of interest upon moneys so deposited by the Treasurer. Upon notice to the Treasurer from the Administrator that the Bank failed to pay assessments, fines or penalties assessed by the Administrator, the Treasurer may withdraw Depositor's deposits from the Bank. Upon notice to the Treasurer from the Administrator that the Bank failed to pay fines or penalties assessed by the Administrator, the Treasurer may immediately withdraw authorization for the placement of pooled securities with the Agent of the Bank.
3. Interest shall accrue on any moneys so deposited as permitted by any act of the Congress of the United States or by any rule or regulation of any department or agency of the federal government. If interest may legally be paid on the account into which the moneys are deposited, then all moneys deposited shall bear interest at a rate agreed upon by the Treasurer and the Bank.
4. The Bank shall issue to the Treasurer for each inactive deposit a receipt or other evidence of deposit on a form agreed to by the Bank and the Treasurer, stating, when required, the interest to be paid, if any, the duration of the deposit, the frequency of interest payments, if any, and the terms of withdrawal. Each such form is by reference made a part of this contract.
5. The Bank will maintain at all times with the Agent of the Bank as security for Depositor's deposits (a) eligible securities of the classes described in Government Code Section 53651, except subdivisions (m) and (p), having a market value at least 10% in excess of the total amount of deposits secured by those securities, (b) eligible securities of the class described in subdivision (m) of Government Code Section 53651 having a market value at least 50% in excess of the total amount of deposits secured by those securities and (c) eligible securities of the class described in subdivision (p) of Government Code Section 53651 having a market value of at least 5% in excess of the total amount of deposits secured by those securities. If the Administrator determines that a security is not qualified to secure public deposits, the Bank will substitute other securities to comply with the requirements of this paragraph.
6. Eligible securities are those listed in Government Code Section 53651.
7. The Treasurer hereby waives security for that portion of the total amount on deposit which is insured pursuant to federal law.
8. The Agent of the Bank, which the Treasurer and the Bank hereby authorize to hold the eligible securities posted as collateral under this contract, is the Trust Department of the Bank. The Agent of the Bank has filed with the Administrator an agreement to comply in all respects with all provisions of the Local Agency Deposit Security Law as set forth in the Government Code and Local Agency Deposit Security Regulations.
9. Authority for placement of securities for safekeeping in accordance with Government Code Section 53659 is hereby granted to the Agent of the Bank, including placement with any Federal Reserve Banks or branches thereof, and the following banks or trust companies, other than the Bank:  
  - Depository Trust Company, New York, New York;
  - Citibank, New York, New York

10. If the Bank fails to pay all of any moneys on deposit of the Depositor which are subject to this contract when ordered to do so in accordance with the terms of withdrawal set forth on the deposit receipt (which is by reference made a part hereof), the Treasurer will immediately notify, in writing, the Administrator. Action of the Administrator in converting the collateral required by paragraph 5 above for the benefit of the Depositor is governed by Government Code Section 53665.

11. The Bank may add, substitute or withdraw eligible securities being used as security for deposits made hereunder in accordance with Government Code Section 53654, provided the requirements of paragraph 5 above are met. The Bank shall not interchange classes of security (as defined in Government Code Section 53632.5) without the prior written approval of the Treasurer.

12. The Bank shall have and hereby reserves the right to collect the interest on the securities except in cases where the securities are liable to sale or are sold or converted in accordance with the provision of Government Code Section 53665.

13. The Bank will pay all expenses incurred in transporting eligible securities maintained as collateral for moneys on deposit to and from the Agent of the Bank. The Depositor will pay (or promptly reimburse

the Bank for or otherwise compensate the Bank for) all expenses incurred in transporting all moneys deposited with the Bank to and from the Treasurer's office. The Depositor will pay the Bank (or otherwise compensate the Bank for) the fees and charges stated in the Bank's then current Schedule of Fees (unless the Bank and the Treasurer otherwise agree) for handling, collecting and paying all checks, drafts and other exchange or securities according to the Bank's normal practices.

14. This contract, the parties hereto, and all deposits governed by this contract shall be subject in all respects to Title 5, Division 2, Part 1, Chapter 4, Article 2 (commencing with Section 53630) of the Government Code of the State of California, and of all other state and federal laws, statutes, rules and regulations applicable to such deposits, whether now in force or hereafter enacted or promulgated, all of which are by this reference made a part hereof.

IN WITNESS WHEREOF, the Treasurer in his or her official capacity has signed this contract in quadruplicate and the Bank has caused this contract to be executed in like number by its duly authorized officer.

**Gavilan Joint Community College**

**MUFG UNION BANK, N.A.**

By:

By:

Name: **Lois Locci, Ed D**  
Title: Clerk

Name:  
Title:

**Gavilan Joint Community College District  
Governing Board Agenda**

September 12, 2017

Consent Agenda Item No.  
Information/Staff Reports No.  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No. III.2(e)

Administrative Services

**SUBJECT:** Solar PV Carport Project DSA Project Inspector Services

Resolution: BE IT RESOLVED,

Information Only

Action Item

**Proposal:**

That the Board of Trustees authorizes an agreement for DSA project inspector services on the Solar PV Carport Project with Irick Inspections, Inc.

**Background:**

The District anticipates construction of works of improvement on Solar PV Carport Project. The District is required by applicable law to retain the services of a Division of State Architect (DSA) certified Project Inspector. District wishes to contract with Irick Inspections, Inc. for IOR special services on this project pursuant to Government Code 53060. Services to include review of construction documents, recording, reporting, testing and inspections required by DSA Procedure Regulation.

1. Gavilan College Solar PV Carport Project. Service fees for time and materials for inspection services not to exceed \$40,500.

**Budgetary Implications:**

The efficient use of Clean Renewable Energy Bond funds.

**Follow Up/Outcome:**

Process agreement after Board approval.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By:



Frederick E. Harris, Vice President of Administrative Services

Agenda Approval:



Dr. Kathleen A. Rose, Superintendent/ President

**Gavilan Joint Community College District  
Governing Board Agenda**

September 12, 2017

Consent Agenda Item No.  
Information/Staff Reports No.  
Discussion Item No.  
Old Business Agenda Item No.  
New Business Agenda Item No. III.2(f)

Administrative Services

**SUBJECT:** Laboratory of Record Service Agreement with Earth Systems Pacific

- Resolution: BE IT RESOLVED,  
 Information Only  
 Action Item

**Proposal:**

That the Board of Trustees approve this Laboratory of Record service agreement with Earth Systems Pacific for the Gavilan College Solar PV Carport Project.

**Background:**

The District anticipates construction of works of improvement on the Solar PV Carport Project. The District is required by applicable law to retain the services of a Division of State Architect (DSA) certified Laboratory of Record for special inspections. District wishes to contract with Earth Systems Pacific for LOR special testing services on this project pursuant to Government Code 53060. Services to include review of construction documents, recording, reporting, testing and inspections required by DSA Procedure Regulation.

1. Gavilan College Solar PV Carport Project. Service fees for time and materials for inspection services not to exceed \$22,604.

**Budgetary Implications:**

The efficient use of Clean Renewable Energy Bond Funds.

**Follow Up/Outcome:**

Process agreement after Board approval.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By:



Frederick E. Harris, Vice President of Administrative Services

Agenda Approval:



Dr. Kathleen Rose, Superintendent/ President