



5055 Santa Teresa Blvd., Gilroy, CA 95020

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Dr. Kathleen A. Rose, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT
REGULAR MEETING, BOARD OF TRUSTEES
Tuesday, September 13, 2016

DEDICATION CEREMONY – 4:00 – 5:30 p.m.
13021 Murphy Avenue, San Martin, CA
San Martin Airport

CLOSED SESSION – 6:15 p.m. OPEN SESSION – 7:00 p.m.
5055 Santa Teresa Boulevard, Gilroy, CA 95020
North/South Lounge, Student Center Building

MINUTES

I. CLOSED SESSION - CALL TO ORDER 6:15 p.m.

Trustee Mark Dover called the meeting to order at 6:15 p.m.

1. Roll Call

Trustees Present: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Lois Locci

Absent: Laura Perry

Dr. Kathleen Rose, Superintendent/President
Kathleen Moberg, Vice President, Student Services
Frederick E. Harris, Vice President, Administrative Services
Eric Ramones, Director, Human Resources
Ron Hannon, Dean of Kinesiology and Athletics
Wade Ellis, Director, Business Services

2. Comments from the Public

No comments.

3. Recess to Closed Session

The Board recessed to closed session at 6:17 p.m.

II. OPEN SESSION 7:00 p.m.

1. Call to Order

Vice President Mark Dover called the meeting to order at 7:00 p.m.

2. Roll Call

Trustees: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Lois Locci, and Iris Cueto (student trustee)

Dr. Kathleen Rose, Superintendent/President
Kathleen Moberg, Vice President, Student Services

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

Kent Child
Walt Glines

Mark Dover
Lois Locci, Ed.D.

Jonathan Brusco
Iris Cueto



Frederick E. Harris, Vice President, Administrative Services
Arturo Rosette, Academic Senate
Michele Cortez, Professional Staff
Nancy Bailey, Recorder

Others in Attendance: Wade Ellis, Denise Apuzzo, Randy Brown, Tarianna Perez, Mary McKenna, Rey Morales, Sherrean Carr, Steve Cushing, Hope Jukl, Omar Lopez, Eduardo Cervantes, Joe Jordan, Danielle Davenport, Rachel Perez, Eric Ramones, David Didenti, Ken Wagman, Priscilla Ahmed, Shawn Mulcare, Susan Sweeney, Sherrean Carr, Fran Lozano, Ron Hannon

3. Pledge of Allegiance

The Pledge of Allegiance was led by Walt Glines.

4. Report of any Action Taken in Closed Session

Mark Dover reported that no action was taken in closed session.

5. Approval of Agenda

MSC (W. Glines/J. Brusco) to add Item 11. H. "Substantive Change Proposal, Change of Location: Coyote Valley Site (Draft)".

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve with modification.

0 Noes

1 Absent: Laura Perry

6. Consent Agenda

(a) Regular Meeting of the Board of Trustees minutes, August 9, 2016, Retirement Board minutes, August 9, 2016 and Committee of the Whole, Board Budget Workshop notes August 15, 2016

(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) Measure E Bond Quarterly Financial Status Report as of June 30, 2016

(h) Santa Clara Treasury Investment Portfolio Status as of June 30, 2016

MSC (K. Child/W. Glines) to include revisions in Personnel Actions (pages 1 of 5 and 2 of 9)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve with revised pages.

0 Noes

1 Absent: Laura Perry

2. Comments from the Public

Danielle Davenport – stated how impressed she was with the San Martin Aviation facility. She is a member of a wine growers board that have expressed in interested in a vintner program through Gavilan. She has also been asked if Gavilan would have the facilities to host an Additive Manufacturing program.

Ken Wagman – thanked those who attended the STEM summer internship presentation. As president of GCFA, he expressed a challenge they are facing in negotiations. He said the union is presenting options but responses and/or feedback are not forthcoming from the District. He said they are “stuck”. Ken Wagman said that health benefit changes are a contentious issue among faculty. He said they remain hopeful and optimistic.

Joe Jordan – a new part time instructor for Gavilan has interest, experience, and ideas about solar energy use. He promoted having car charging stations at Gavilan.

3. Recognitions

(a) Jr. Rams Essay Writing Award

Brendan Tompkins who attends Charter School in Morgan Hill read his essay about wanting to be a nanotechnology engineer.

(b) Recognition of the Employees of the Month

July, 2016 – Rocio De Reza was nominated for her excellent customer serve to students and being an excellent team player in her department and other departments. Kathleen Moberg said Rocio has a lovely upbeat personality that is appreciated.

August, 2016 – Ana Rocha was nominated for being an exemplary employee. Her welcoming personality is often the first face and voice for students in the noncredit program. Randy Brown said Ana is also a successful Gavilan student.

4. Officers' Reports

(a) Vice Presidents

Fred Harris – provided a handout on the status of Gavilan projects and reviewed them. He said the Coyote Valley project will be completed by January 1; the STEM meadow restoration project by March 2017; Student Center Retrofit by May 2017; and, various athletic and gymnasium projects by 2018. He said funds have been received from the lease revenue bonds. Fred Harris said the Deputy Sheriff will be on campus as of September 26.

Kathleen Moberg – announced that mental health professional Dr. Ramirez started coming to campus one day a week and has already seen several students. He will help identify the services that Gavilan students need in the upcoming semester. She said new student services' staff have been hired as retention specialists and are doing follow up work with students which is a service that couldn't be done before. The students receiving follow up are those that haven't completed their SSSP requirements, who are undecided, who are on academic probation, and are contacting students who are close to completing their degrees. Kathleen Moberg said they are hopeful this will be reflected by an increase in the number of students completing their degrees or certificates. She expressed her appreciation for the work of Admissions and Records and MIS during recent challenges brought on by Banner failures. EOPS has over 400 students this year and has a goal of 500 students by year end. Kathleen Moberg said she has received acknowledgments from transfer students for the help they received from their counselors in completing their transfer.

(b) College President

She thanked everyone for participating in the opening school events and also those who made changes to capture increased enrollment. She said current enrollment figures show an increase of 100 FTES. Kathleen Rose said conversations are taking

place on how to keep students coming and staying at Gavilan. She said the first open forum will take place on Thursday, September 21 during college hour. The dialog will be based on what is on the minds of attendees. She said the first president's newsletter went online and requested submissions for the October newsletter as a student, faculty member, and a department will be spotlighted.

Kathleen Rose said Gavilan does have challenges that can be resolved by working together. She said there is a lot in the future that we can look forward to with "growth" being the goal.

(c) Academic Senate

Arturo Rosette reported that Senate is recalibrating themselves on issues from last spring. They made the strengthening of the equity committee a high priority for this academic year. They are staffing committees with new leadership going forward. Arturo Rosette reported that Leslie Tenney is the chair of the Curriculum Committee and Denise Besson is the chair of the Professional Learning Committee. Also, two new liaison positions have been filled by Leah Halper in mentoring and Susan Turner in professional learning. Arturo Rosette said the senate is looking forward to and supports the efforts involved in updating the Educational Master Plan.

(d) Professional Support Staff

Michele Cortez reported that new CSEA staff members were introduced on Convocation Day. She said negotiations continue with the hope of ratifying their contract in the next few months. She said that all members have turned in their updated job descriptions as they enter the final phase of the classification study which has been in process for two years. CSEA members will meet on September 21.

(e) Student Representative

Iris Cueto said the first day of school was great and thanked students for their participation. She said Club Day is on September 15 and acknowledged Omar Lopez for his work. Iris Cueto noted how important it is to have student involvement. She attended the Student Trustee CCLC Convention and learned a lot.

(f) Board Member Comments

Lois Locci – attended the STEM presentations and met intern Analuisa DeAlba. Lois Locci encouraged her to compose an article for benitolink.com. The article was well received. Lois Locci reported on the LULAC event she attended in August.

Walt Glines – said it was time to start thinking and planning for a bond issue for November 2018. He said the first day of school felt exuberant. He was impressed with the new San Martin Aviation facility and noted that the 3 department faculty members are Gavilan graduates. Walt Glines said he attended Convocation Day along with Kent Child and Lois Locci. He felt a new spirit and acknowledged Dr. Rose. Walt Glines said the new website looks good. He recognized Mimi Arvizu for her upcoming retirement and said she will be hard to replace as she is so knowledgeable. Laura Perry and Walt Glines attended the athlete's welcome back barbeque and he thanked the department. He also acknowledged Facilities Director Jeff Gopp for his work during the recent power outage.

Kent Child – enjoyed convocation day with Dr. Rose's personal introduction. He said the staff response was very positive. He recently spent time with ceramic artists

including a past Gavilan student. He noted that the student artists present all had started their education at community colleges.

Tom Breen – spoke on behalf of the Board of Trustees at the San Martin Aviation facility opening.

Jonathan Brusco – congratulated the employees of the month and the Jr. Ram’s essay winner. He was happy to see the fall semester start so well and the increase in enrollment figures. He is thrilled with the positive Gavilan press and said it speaks to Dr. Rose’s outreach. Jonathan Brusco said the upcoming building projects are exciting and may lead to expansion of current programs and the creation of new ones. He liked the idea of a plug-in car charging station.

Mark Dover – thanked all the staff on the increase in enrollment. He likes the new website. Mark Dover thanked Fred Harris on the completion of the aviation facility and the progress on the Coyote Valley Site. He congratulated ASGC for their work in kicking-off the fall semester. He congratulated the athletes on their successes this month.

(g) Board President – no report

5. Board Committee Reports

Board Self-Evaluation Ad Hoc Committee - Kent Child will comment under agenda Item 11.C.

6. Information/Staff Reports

(a) Update on STEM Outdoor Projects

Mary McKenna and Rey Morales provided a brief history on the college’s arboretum in 1966. To preserve and recognize the landscape they sought out funding and were included in the STEM grant funding for the Environmental Resource Center. Mary McKenna wrote an article in the Pacific Horticulture highlighting Gavilan campus with the photos taken by Jane Edberg. Rey Morales spoke about Native Garden project.

(b) Gavilan College Community Spirit Awards

Dr. Rose noted the correction to the Spirit Award presentation in Morgan Hill on October 6th. She also announced the recipients and provided background on each. The recipients are:

October 6 th at 7:30 a.m.	Morgan Hill Com. & Cultural Center	
GVA Café	Morgan Hill	Business
American Association of University Women – Morgan Hill		Organization
Roger Knopf		Individual
October 19th at 6:45 a.m.	Hilton Garden Inn	
Articulate Solutions	Gilroy	Business
Gavilan Community for a Better Downtown		Organization
Alice Sousa		Individual
October 26 th at 7:30 a.m.	Paine’s Restaurant	
Paine’s Restaurant	San Benito County	Business
Hollister Youth Alliance		Organization
Sandy Gabe		Individual

(c) Board of Trustees Self-Evaluation

Chair Kent Child reported on the September 12 Committee meeting. He said they had a good discussion about the current survey instrument and that it was time to look at reviewing the process in 2017. He said the end product of the self-evaluation process is to set goals for the upcoming year. Kent Child said there was discussion on the aligning the president's goals and the trustees' goals with the strategic plan. The committee agreed to use the current survey instrument for 2016 so that the self-evaluation can take place in November. Trustees should complete the survey by noon on September 29. Kent Child said the committee wanted to emphasize the value of providing comments along with the rating. The committee is also suggesting that new members rotate into the committee in December when assignments are made. A tentative date of October 18 was selected for the self-evaluation special board meeting.

(d) Community Education Fall 2016 Classes

Kathleen Rose thanked Sherrean Carr for her leadership in Contract and Community Education and welcomed Susan Sweeney who will be leading the department this semester. Susan Sweeney highlighted some courses including the continuation of water classes, the phlebotomy classes, and continuation of Work 2 Future program with the City of San Jose. She said they are reconnecting with industry partners and also with CTE.

(e) Educational Master Plan

Kathleen Rose said an updated Educational Master Plan is needed to guide the district in making decisions about growth, development and resource allocation in the next decade. She said dialogue will take place with the board members and at college forums, strategic planning, program planning cycle, and beyond. She said Cambridge West Partnership, a group of professional experts who have recently completed 17 similar Educational Master Plans at community colleges throughout the state, have been identified to assist Gavilan with this journey. Kathleen Rose said the agreement will be on the October agenda for board consideration.

Fred Harris said this is an exciting next chapter for the college and the community too. He said this will be a blueprint for many years to come and added that it is a requirement of Title V, ACCJC, and will aid in the state educational center approval process. Fred Harris said the completion of the Educational Master Plan will be beneficial for future bond proposals. He answered questions about the cost of the contract.

(f) Open Enrollment and Affiliated Health Benefit Information

Eric Ramones said during the open enrollment period, September 12 to October 7, benefited employees have the option to change their benefit plans. In an effort to educate Gavilan employees a benefit fair will be held on September 27 with plan representatives present. He said a consultant will also be available to meet with employees on an appointment basis to examine their plans individually. Eric Ramones said the goal is to help the district reduce costs with employees still maintaining their coverage. He answered questions from the trustees.

(g) Schedule of Information Reports to the Board of Trustees

Kathleen Rose provided a list of information reports that are scheduled for the upcoming year.

- (h) Substantive Change Proposal, Change of Location: Coyote Valley Site (Draft)
Kathleen Rose acknowledged Steve Cushing, President at South Bay Regional Training Academy in attendance. She said the inclusion of this first draft document on the agenda is to provide the board with the opportunity to see the institutional process required by the ACCJC to move the JPA Academy to the Coyote Valley site. The nine college consortium makes this substantive change proposal an unusual process. Kathleen Rose said the change proposal tells the ACCJC that accredited programming will be offered at Gavilan College's Coyote Valley site. She said ACCJC needs information in advance of their subchange committee date of October 27 and they may need to do a site visit. She is currently waiting for ACCJC staff to be available to answer questions regarding this unusual situation. The final proposal will return to the trustees in either October or November. In answering questions from the trustees, Kathleen Rose said the appendices in the draft document will be modified.

III. ACTION ITEMS

1. Old Business

- *(a) Public Hearing and Approval of the Final Budget FY 2016/17
MSC (K. Child/T. Breen) to open the hearing on the Final Budget FY 2016/17
Business Director Wade Ellis provided the trustees with changes from the approved Tentative Budget to the Final Budget. He reported that a loss of revenue of \$331,000 along with additional expenses resulted in a \$595,000 deficit. He said that a portion of the fund balance will be used in FY 2016/17. Wade Ellis explained that this is, in part, a result of the FY15/16 one time revenue. He said the stability status, due to low enrollment, was not expected but that staff are working hard to increase enrollment. Other factors include a savings in the vacant Vice President of Instruction position and the salary level of the new president. He said these savings help to offset increases in faculty step and track changes, contracts for the sheriff, security monitoring at the Coyote Valley site, and the health benefit consultant. A match was required for the Fresh Start program along with additional FTES purchased from the JPA.

MSC (K. Child/W. Glines) to close the public hearing.

MSC (J. Brusco/K. Child)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: Laura Perry

2. New Business

- (a) Expenditure Plan for FY 2016-2017 Proposition 30 Education Protection Act Funds
MSC (W. Glines/J. Brusco)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: Laura Perry

- (b) Quarterly Financial Status Report, CCFS 311Q at June 30, 2016
MSC (W. Glines/L. Locci)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve
0 Noes
1 Absent: Laura Perry

(c) Retiree Health Benefit Trust Contribution

MS (K. Child/J. Brusco)

Discussion and comment - Ken Wagman suggested that an amount lower than the recommended \$500,000 contribution be considered to help offset the budget deficit. He recognized the commitment of the board to fund the Retiree Health Benefit Trust. Wade Ellis added that the \$500,000 payment is from the FY15-16 funding and is the same as an annual payment in the current year just being made a year in advance. He said this is part of a plan to prepare for the future lease revenue bond payment.

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve
0 Noes
1 Absent: Laura Perry

(d) Grant Sub-Agreement with Rancho Santiago Community College District for CTE Unlocked Funding and Technical Assistance Grant

MSC (T. Breen/J. Brusco)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve
0 Noes
1 Absent: Laura Perry

(e) Bay Area Shared Regional Information and Communications Technology (ICT) Lab Memorandum of Understanding

MSC (K. Child/W. Glines)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve
0 Noes
1 Absent: Laura Perry

(f) Child Development Training Consortium Agreement

MSC (T. Breen/J. Brusco)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve
0 Noes
1 Absent: Laura Perry

(g) CTE Enhancement Fund Grant

MSC (K. Child/T. Breen)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve
0 Noes

1 Absent: Laura Perry

(h) Miscellaneous Measure E Construction Agreements

MSC (W. Glines/T. Breen)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: Laura Perry

(i) Gavilan College Aviation Maintenance Technology Program at San Martin Airport, Change Order #3

MSC (W. Glines/T. Breen)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: Laura Perry

(j) Agreements for Demolition of CE500, CJ200, CJ300 and CJ400

MSC (W. Glines/L. Locci)

Discussion – Fred Harris noted that these agreements had been approved in the Consent Item 6(f), Ratification of Agreement's, as a duplication and with an incorrect figure for contract #1. He requested that this item III.2(j) be approved with the correct figure for "1. SGS Recycling Enterprises, Inc." of \$22,841.

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: Laura Perry

* (k) Resolution #1014: A Resolution in Support of Proposition 51, the Kindergarten through Community College Public Education Facilities Bond Act Of 2016

MSC (W. Glines/K. Child)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: Laura Perry

(l) Keenan and Associates Agreement for Health Benefit Consultative Services

MSC (T. Breen/J. Brusco)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: Laura Perry

(m) Board of Trustees Regular Meeting Schedule Revision

MSC (T. Breen/L. Locci)

Vote:

7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve
0 Noes
1 Absent: Laura Perry

IV. CLOSING ITEMS

1. The next regularly scheduled Board meeting is October 11, 2016, Gavilan College, **Dr. TJ Owens Gilroy Early College Academy, Multi-Purpose Building.**
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, SC130, during regular working hours, or at <http://www.gavilan.edu/board/agenda.php>

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