I. CALL TO ORDER 6:00 p.m.
The meeting was called to order by Laura Perry at 6:00 p.m.

1. Roll Call
   Trustees: Laura Perry, Tony Ruiz, Mark Dover, Kent Child, Tom Breen, Mike Davenport, Walt Glines

2. Recess to closed session
   The Board recessed to closed session at 6:01 p.m.

II. OPEN SESSION 7:00 p.m.
1. Call to Order
   The meeting was called to order by Laura Perry at 7:00 p.m.

2. Roll Call
   Trustees: Laura Perry, Tony Ruiz, Mark Dover, Kent Child, Tom Breen, Mike Davenport, Walt Glines, Aaron Keller
   Dr. Steven M. Kinsella, Superintendent/President
   Dr. Kathleen Rose, Vice President of Instructional Services
   Joe Keeler, Vice President, Administrative Services
   John Pruitt, Vice President, Student Services
   Dr. Debbie Klein, Academic Senate
   Diane Seelie, Professional Support Staff
   Angie Oropeza, Recording Secretary

3. Pledge of Allegiance
   Tony Ruiz led the pledge of allegiance.

4. Report of any action taken in closed session
   No action was taken in closed session.

5. Consent Agenda
   (a) Regular Meeting, Board Minutes 2/8/11, Retirement Board Minutes 2/8/11
   (b) Personnel Actions
   (c) Warrants and Electronic Transfers Drawn on District Funds
   (d) Ratification of Agreements
   MSC (M.Davenport/M.Dover) unanimous, student trustee - aye, to approve.

6. Approval of Agenda
   MSC (T.Breen/A.Keller) unanimous, student trustee – aye, to approve.
7. Comments from the Public - This is a time for the public to address the Board.
Dr. John Lawton-Haehl announced that a folklorico festival and dance workshops will be held in the theatre on March 19. The V-Day performance in February was very successful; they raised $1,100 which was donated to Community Solutions and Emmaus House.
Leah Halper distributed and reviewed a list of scheduled GCFA events, everyone is invited. She reported that GCFA has adopted a “greenest, fairest, most local policy for procuring goods and services”. At some point they may ask other users of the Mayock House to do the same. She thanked the business services personnel for working out the process of assessing union fees to part-time faculty. She thanked the HR department for their assistance in doing benefit workshops. Retirement workshops are also planned. Part-time instructor Lindsay Padilla was selected to participate in a seminar at the UN and will report on it on March 30, 2:30 p.m., at the Mayock House. A memorial is being planned for Don Santana on April 20. Details are still being worked on; they will keep everyone informed.

8. Officers' Reports
(a) Vice Presidents
John Pruitt reported that a tobacco and smoke-free environment and cessation/prevention group led by students has been meeting to propose policies and procedures. He thanked and commended the students for organizing themselves, becoming advocates for a particular topic, and working through the shared governance process. On March 22, the Veterans Administration will bring their mobile bus which provides one-stop services for veterans. This Thursday and Friday, he and Dr. Kathleen Rose will present workshops centered on dealing with student behavior, students in crisis, and academic honesty.
Dr. Kathleen Rose reported that she has been with Leadership Gilroy at the capitol in Sacramento all day today. It was very interesting to see the lobbying activity regarding the tax extension vote on Thursday. She commended Fran Lozano and Liberal Arts and Sciences for their work on the sold out Bach to Blues concert.

(b) College President
Dr. Steve Kinsella reported that the budget is the big item and major unknown. He stated that as he has reported before, Gavilan is in excellent position going into the year. This is a very busy time for the Accrediting Commission. He will attend a Commission retreat next week and conduct a follow-up visit to the Northern Marianas College in Saipan. He will represent the Commission at a CEO conference the first week of April. Kathleen Rose will be our accreditation lead, and Tom Breen has agreed to be the Board representative in the process. Information will be provided as it becomes available.

(c) Academic Senate
Dr. Debbie Klein reported that as a member of the Future of Higher Education Committee, she attended a meeting in Sacramento two weeks ago. The committee met with the Little Hoover Commission on the state of California community colleges with a focus on the governance structure. The Little Hoover Commission will be meeting throughout the year to make recommendations to the Board of Governors. Among the topics discussed were consolidating individual college boards into regional boards, performance based funding, and giving the chancellor more power to appoint vice chancellors. The Senate has been discussing their 2011 goals, and throughout the year they will look at student success issues, strategic planning, the multi-campus development, program and student learning outcomes, part-time issues, information competency for student across the curriculum, senate effectiveness, academic integrity for our students, and a senate retreat.
(d) Professional Support Staff
Diane Seelie reported that several CSEA members will attend the March in March to support students. They are doing a scholarship fundraiser on March 10; Chevy’s will donate 25% from sales of those who have lunch or dinner and say they are with Gavilan.

(e) Student Representative
Aaron Keller reported that ASB is organizing the March in March to the capitol, they will put up decorations for St. Patrick’s Day, Club Day went well, he will be the Gavilan delegate for the General Assembly, an alumni volleyball game was held, a health fee resolution is currently being discussed in President’s Council, they look forward to the hiring of the Student Life Coordinator position.

(f) Board Member Comments
Mike Davenport - no report.
Mark Dover – no report.
Kent Child stated that Dr. Don Santana was wonderful instructor. He taught ecology and biology and had a lot to do with a lot of students going into the life sciences as a profession.
Tony Ruiz reported that he attended the Bach to Blues. The Free Lance newspaper covered it on the front page. He was happy to see more student performers. He was happy to learn that there is a Communications Club.
Tom Breen reported that Assemblyman Alejo named former Gavilan Trustee, Elvira Robinson, woman of the year. Part of her award is her service here and asked if we could have a reception at Gavilan. He attended the San Juan Bautista Rotary Club meeting last week where Steve Kinsella presented. On February 14 he attended a great faculty chocolate event at the Mayock House.
Walt Glines reported that we as a college should begin to look at priority registration for students in order to get the best education available for them, and it dovetails nicely with increasing transfer emphasis by the state.

(g) Board President
Laura Perry stated that she echoes Kent Child’s remarks about Don Santana. She took his ecology class. She asked to be informed about the details of the memorial.

9. Board Committee Reports
None

10. Information/Staff Reports
(a) Recognition of the Employee of the Month
Ron Hannon introduced Diane Stone, February employee of the month and the Rams number one fan. Diane is a professional with excellent organizational skills. She is a part-time employee who does 40 hours of work in 20. She also works part time in Admissions and takes minutes for the Academic Senate and the Curriculum Committee. She volunteers for various committees, including serving as a board member for the Educational Foundation. She assists others with software questions, and co-presented a workshop at staff development day. Diane thanked everyone, particularly Ron Hannon, Bonnie Donovan, Carol McEwan and Connie Campos. She is proud and honored to be in the company of those who have received this award.

(b) Contract and Community Education Report
Mark Dover reported that for the first time Community Ed has shown a profit.
(c) Student Profile Report Spring 2011
Dr. Randy Brown reported that the annual student profile report includes data regarding seat count, head count and FTEs. It also includes demographics, full-time vs. part-time status, new and continuing students, distance ed, non-credit, etc. He stated that the report looks at a particular point in the term and compares it with the previous term. For example, headcount decreased by 8%, seat count decreased 4.5% White/Caucasian students continued to decline to 32.8%, the majority are Hispanic 50.1%, the proportion of the student population over 50 years old increased; the proportion of students who reported their educational goal as degree/certificate and/or transfer increased to 68.9%, non-credit decreased 55.7%.

(d) Student Success Report Spring 2011
Randy Brown reported that we are now doing a regular Student Success Report to review data and campus developments on student success. The elements are student core success and retention, success by different groups, persistence, and basic skills improvement rate. He reviewed short-term and long-term success rates. Some of the Qualitative Developments include: Title V Grant, STEM Grant, Supplemental Instruction, Learning Council, Service Learning, English First Year Experience, Student Voices Video Project, Student Success Report, Online Course Shells, Foster Youth Initiative.

Kathleen Rose stated that we track online courses carefully for persistence and retention. It is a big focus of accreditation. It is part of our continued improvement model to evaluate and insure that we offer just the right number of online courses for our students to succeed in overall academic objectives. Basic skills is a strong emphasis of the student success report because we are focusing primarily at the first 30 units at whatever level a student comes in.

Debbie Klein noted that our definition of a full-time student is one who takes 12 units when calculating the data of success. At state senate level faculty know that if a student enrolls in 3-4 courses for one semester it doesn’t necessarily mean they are a full-time, committed student to a degree or certificate as their final goal. She also stated that when students fill out their initial educational plan, they may define themselves as a degree seeker but they are not consistently tracked. She would like faculty to work more closely with the researcher to come up with additional types of data.

Mark Dover stated that the degree rate does not take into account those students who complete 56 transferable units, get their general education certified, and transfer without getting an AA. Is there a way that they can also get an AA to make our data stronger. Randy Brown stated that students count as transferred from our school when they enroll in any four-year institution.

(e) Amendments to Administrative Procedure 5075
John Pruitt reported that the proposed revision will make the procedure more general and flexible.

(f) Monthly Financial Report
Joe Keeler reported that the report includes the adjustments the Board made last month. Everything is running as it should.
III. ACTION ITEM

1. Old Business
   (a) CCCT Board Election – 2011
   MSC (T.Breen/K.Child) unanimous, student trustee – aye, to nominate
   Mike Davenport.
   MSC (M.Dover/T.Ruiz) unanimous, student trustee – aye, to close nominations.

2. New Business
   (a) Approve New Title and Appointment of Executive Vice President and Chief Instructional Officer
   Steve Kinsella stated that he is proposing a reorganization of the management structure to consolidate all instruction under the position of Executive Vice President and Chief Instructional Officer. It would be a promotion for Kathleen Rose. The previous position would remain vacant. He stated that he has been off campus quite a bit due to his involvement with the Accrediting Commission. He needs one person who can fill in as the acting position as well as take a lead role in first-hand college operations so he can deal with state or national level issues, as well as community issues that require his involvement. He has utmost confidence in her capabilities.
   MSC (T.Ruiz/M.Davenport) unanimous, student trustee – aye, to approve.

   (b) Citizens’ Oversight Committee Appointment
   Steve Kinsella reported that Sandy Habr has agreed to be the Educational Foundation representative to the Citizens’ Oversight committee.
   MSC (K.Child/A.Keller) unanimous, student trustee – aye, to approve.

   (c) Curriculum
   MSC (K.Child/M.Dover) unanimous, student trustee – aye to approve.

   (d) GCFA/District Contract Proposal (“Sunshine”)
   MSC (T.Breen/W.Glines) unanimous, student trustee – aye to approve with the following change: remove item 4.(c) Article 1.4, Reopeners.

   (e) CSEA/District Contract Proposal (“Sunshine”)
   MSC (K.Child/W.Glines) unanimous, student trustee – aye to approve.

   (f) Budget Adjustments
   Joe Keeler reported that these are miscellaneous adjustments that add on to the mid year report the Board approved last month.
   MSC (T.Breen/M.Dover) unanimous, student trustee – aye to approve.

   (g) Capital Project Change Order
   Joe Keeler reported that this is the second change order for the social science project.
   MSC (M.Dover/A.Keller) unanimous, student trustee – aye to approve.

IV. CLOSING ITEMS

1. The next regularly scheduled Board meeting is April 12, 2011, Gavilan College, Student Center, North/South Lounge.

2. Adjournment
   The meeting was adjourned by at 8:04 p.m.