MINUTES

I. CALL TO ORDER 6:00 p.m.
The meeting was called to order by Laura Perry at 6:02 p.m.

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

2. Comments from the Public – This is a time for the public to address the Board.
   None

3. Recess to Closed Session
   The Board recessed to closed session at 6:03 p.m.

II. OPEN SESSION 7:00 p.m.

1. Call to Order
   The meeting was called to order by Laura Perry at 7:06 p.m.

2. Roll Call
   Trustees: Laura Perry, Tony Ruiz, Mark Dover, Kent Child, Tom Breen, Mike Davenport, Walt Glines
   Dr. Steven M. Kinsella, Superintendent/President
   Dr. Kathleen Rose, Executive Vice President, 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
   Others in attendance: Diane Stone, Susan E. Alonzo, Fran Lozano, Sherrean Carr, Jan Chargin, Fran Lopez, Rachel Perez, Joey Hayes, Charlesa Robinson

3. Pledge of Allegiance
   The pledge of allegiance was led by Tom Breen.

4. Report of any Action Taken in Closed Session
   No Action was taken in closed session.

5. Consent Agenda
   (a) Regular Board Meeting Minutes, August 9, 2011, Board Self-Evaluation Subcommittee Minutes, August 31, 2011
   (b) Personnel Actions
   (c) Warrants and Electronic Transfers Drawn on District Funds
   (d) Ratification of Agreements
   MSC (T.Breen/M.Dover) 7 ayes, 0 nays to approve.
6 Approval of Agenda
MSC (M. Davenport/M. Dover) 7 ayes, 0 nays to approve.

7. Comments from the Public - This is a time for the public to address the Board.
Diane Stone distributed season athletic passes and fall sports schedules to the Board members. Passes for staff will be distributed at another time.
Leah Halper reported that GCFA members are currently voting on the tentative agreement, they recently passed their first budget emphasizing training, conferences, scholarships, social events, and work on the Mayock House. Everyone is invited to TGITh on October 6 at the Westside Grill, Italian Day on November 15 at the Mayock House, and tea on December 12 at the Mayock House.

8. Officers' Reports
(a) Vice Presidents
Dr. Kathleen Rose reported that accreditation draft reports are anticipated by the end of the fall semester, continuing through the spring semester, and back for final review next fall. The Learning Council will have its first meeting of the semester this Friday. They will chart their activities for the semester including writing the bylaws. The group will make a presentation about their work at the Student Success Conference in October. She commended the deans for their work with the beginning of the semester activities. She thanked everyone for their kindness and support concerning her mother’s passing. She stated that by the next meeting she will be a new mother-in-law.

John Pruitt distributed the new college catalog. He stated that staff is dealing with Cindy Starr’s passing. The catalog is her work. In addition to the data and information, it is a testament of the creative nature she brought to her job. She will be missed not only for her skills but for the spirit she brought to work every day. A memorial is scheduled on Friday, 3:00 p.m., in MU 101. He echoed Kathleen’s words about the deans’ work. He also reported that we have 6% more students this fall with fewer sections. He commended and thanked his staff.

(b) College President
Dr. Steve Kinsella reported that three Board members, the president, and the academic chair of Western Wyoming Community College will visit us on September 19. They are reviewing shared governance and policy and procedure models. They chose Gavilan because they were present at an ACCA Conference where he and Kent Child presented “Board Governance in a Participatory Government Environment”. It gives us an opportunity to showcase our processes.

Steve Kinsella reported that the state has concluded that they are going to downsize us. This year they are dropping us by approximately 6.5% by reducing our funded FTEs. The state is applying a workload reduction factor that will bring our base revenue down to 5,000 FTEs. There is some confusion at the state level. It is not clear whether the 5,000 is going to remain the base enrollment on a permanent ongoing basis or whether it will be a one-time reduction that will allow us to go back up to the previous level of 5,332 in the next fiscal year. With the amount of uncertainty in the state, it is in our best interest to work on areas where we can reduce our budget. We have a built in deficit that we expected and planned for. We don’t want to get caught short on that deficit being higher. We will reconvene the Reduction Task Force and review the budget. We have had a surplus the last two years because not all accounts get spent. We need to find those over-allocated accounts sooner and find one-time items that can be eliminated to free up funds and realign the budget. In the past, money was made available to those of us who had growth from colleges who didn’t get to their base number. The state is not sure if they will do that. We’ll have to wait to see how it plays out. He also reported that he will be on vacation October 3-10.
(c) Academic Senate
Dr. Debbie Klein reported that classes are full. They have been directed to cut back the spring and summer schedule by 12%. The Senate is working on making meetings more effective and efficient. They added back the standing reports and are using discussion time effectively. They will be discussing the semester start and end dates and other parts of the instructional calendar, release time for senate leadership besides the president, and the college hour.

(d) Professional Support Staff
Diane Seelie reported that Dina Hampton is the second representative on President’s Council and will alternate attendance at Board meetings with her. They are in the process of filling committee vacancies. CSEA’s next meeting is next Wednesday.

(e) Student Representative
Joey Hayes reported that ASB has been working since summer with mostly new members who have done a great job. They just ended Welcome Back Week; they had an ice cream social, a pizza party, and a pie eating contest. They were able to help 23 people with book scholarships. They had activities for Constitution Day, and they had a 9/11 remembrance wall. Everyone is invited to the Health Fair on October 5 and Club Day on September 21. He will be sending invitations to Board members to attend the ASB meetings further into the semester. They are working on getting someone to run for student trustee.

(f) Board Member Comments
Mike Davenport reported that going through the remembrance of 9/11 was very meaningful. It is an honor to be here ten years after that and realize the resolve of our country and our community at Gavilan and to keep moving forward with the focus on student success, never forgetting what happened on 9/11.
Mark Dover congratulated John Pruitt, Joey Hayes, and the new Activities Director. It sounds like student life is up and running at Gavilan. Congratulations to the Athletic Department for the welcome event for the student athletes. It was great to see faculty and staff attend the event.
Walt Glines stated that he would like to see some type of recognition for community members who don’t qualify for the Community Spirit Award but who provide a benefit or service to the college. Steve Kinsella reported that the foundation did a lot of that for us. Since then it has been through letters from the Board President and College President and the honorary degree at graduation. Laura Perry suggested that could be a future topic for discussion. Walt Glines stated that the remodeled social science building is fantastic. He saw possibilities for recycling cans and bottles in the vicinity of the building. He also reported that he is part of a group who will meet with Assemblyman Luis Alejo regarding the budget. He will lobby for community colleges. He encouraged anyone who has an opportunity to contact state legislators to talk to them about the impact Sacramento is having on community colleges.
Tony Ruiz reported that he attended a leadership conference this morning. There was unanimous support for education.
Kent Child echoed Kathleen Rose’s comments about the deans and extends it to department chairs. It is a difficult time before the start of a semester. It was enjoyable to see the remodeled social science building. It is nice to know that Measure E is pretty much wrapped up with the completion of that project. Has stated that he has never seen the campus and grounds as beautiful as it is now. He reported that he put himself in the role of a student and lined up to register on the last day. He was impressed with the great job student services does. He was recently at College of the Redwoods and they are facing the same issues and concerns we are. He was saddened to learn of Cindy Starr's passing.
Tom Breen reported that the Board Facilities Subcommittee met jointly with the Gilroy Unified Board Facilities Subcommittee to discuss the location of the Gilroy Early College Academy. They are happy and proud to be part of Gavilan. The academy is doing very well. He has been attending the Government Relations Committee through the Hollister Chamber of Commerce where the discussion included highway issues and tourist opportunities with adjacent counties.
9. Board Committee Reports
   Kent Child reported that the Board Self Evaluation Subcommittee met and has an item on the agenda.

10. Information/Staff Reports
   (a) 2010-2011 Institutional Effectiveness Committee (IEC) Report
       Kathleen Rose reported that the report is this year’s work by the IEC. Program review is a central activity that will be viewed by the accreditation team. We continue to refine the process. This was the first year that much of the work was reflected in the program planning process overall. Erin Crook is the new chair of the committee. This report provides you with the tone and temperament of our instructional programs as well as the visionary process of our faculty as we look for continuous progress of all our programs. In response to Tony Ruiz’ question, Kathleen Rose stated that an environmental scan of what is currently going on in their discipline as well as industrial factors are included. In response to Walt Glines’ question, Kathleen Rose stated that greater participation by stakeholder groups is encouraged through the work of the IEC, the Learning Council, and Department Chairs.

   (b) Draft – Revised Board Self Evaluation Instrument
       Kent Child reported that the Board Self-Evaluation Subcommittee met to review and revise the evaluation instrument. The subcommittee discussed one of the current Board goals to “Revise the Board Self Evaluation Questionnaire and process for self evaluation to be more aware of the three different communities that the Board represents”. The subcommittee asked him to bring it back to the full Board to honor the intent of the goal by addressing it through a question in the instrument. The subcommittee asked him to write a question that addresses the issue for the full Board’s consideration, as follows: “Trustees diligently address the needs and concerns of the individual communities within the district, and within the context of the district as a whole”. The corrected instrument will be presented to the Board for action in October.

   (c) Santa Clara County Treasury Investment Portfolio Status as of June 30, 2011
       Joe Keeler reported that the yield of the pool on June 30, 2011 was .90%.

   (d) Measure E Bond Quarterly Preliminary Financial Status Report at June 30, 2011
       Joe Keeler reported that this is a comparison of where we are at with Measure E as of June 30, 2011. In approximately two months the Board will receive a report with any alignments needed to put ourselves in a position for the next year for the proper and efficient expenditure of Measure E funds.

III. ACTION ITEM
1. Old Business
   (a) Board Policy
       MSC (K.Child/W.Glines) 7 ayes, 0 nays to approve.

   (b) Gavilan College Community Spirit Awards
       MSC (K.Child/T.Breen) 7 ayes, 0 nays to approve.
       Jan Chargin reported that these are yearly awards Gavilan College uses to recognize service to the community by individuals, businesses, and organizations in the three service areas.

2. New Business
   (a) Child Development Contract #CCTR1319, Amendment 01, Program Type: General Child Care and Development Programs, Project Number: 43-6947-00-1
       MSC (W.Glines/M.Dover) 7 ayes, 0 nays to approve.
(b) Child Development Contract #CSPP-1572, Amendment 01, Program type: California State Preschool Program, Project Number: 43-6947-00-1
MSC (T.Breen/T.Ruiz) 7 ayes, 0 nays to approve.

* (c) Public Hearing and Approval of the Final Budget FY 2011/12
Laura Perry opened the public hearing for the public to comment on the budget FY 2011/12.
No comments
Laura Perry closed the public hearing for the public to comments on the budget FY 2011/12.
MSC (T.Ruiz/M.Dover) 7 ayes, 0 nays to approve the final budget FY 2011/12

(d) Ratify Amended Agreement with Community Media Access Partnership (CMAP)
Joe Keeler reported that the District and CMAP propose to amend the agreement for the District to reclaim and occupy space for Gavilan television, the District to surrender to CMAP the rights to Channel 18, and extend the agreement to May 31, 2012. In response to Tony Ruiz' question, Kathleen Rose stated that we will continue to have access to Channel 18, and phase it out over time and use other media that seems to be predominant.
MSC (T.Breen/M.Dover) 7 ayes, 0 nays to approve.

(e) Extension of Lease with City of Morgan Hill
Joe Keeler stated that this a proposal for the last extension option for the District to lease the current Community and Cultural Center in Morgan Hill through June 30, 2013. He has contacted City of Morgan Hill staff to begin discussions regarding Gavilan having the option to exercise one-year renewals for a block of three to five years. He hopes to bring an amendment to the existing agreement with those additional options to renew. He is also in the process of contacting officials in the City of Hollister to develop a similar agreement for the Briggs Building.
MSC (M.Davenport/(M.Dover) 7 ayes, 0 nays to approve.

(f) Revise the FY 2011-12 Academic and District Calendar
Joe Keeler reported that errors were found in the previous calendar the Board approved. Attachment B is the corrected version.
MSC (K.Child/M.Dover) 7 ayes, 0 nays to approve.

(g) Capital Project Change Order
Joe Keeler reported that these are the last change orders with DL Falk Construction concerning the social science building.
MSC (T.Breen/M.Dover) 7 ayes, 0 nays to approve.

(h) Notice of Completion for Social Science Building Modernization Project
Joe Keeler reported that with the filing of the Notice of Completion with the county, there will be 30 days for open claims.
MSC (K.Child/W.Glines) 7 ayes, 0 nays to approve.

IV. CLOSING ITEMS
1. The next regularly scheduled Board meeting is October 11, 2011, Madrone Room, Morgan Hill Community and Cultural Center, Morgan Hill

2. Adjournment
The meeting was adjourned by consensus at 8:12 p.m.

* Open and Close Public Hearing Prior to Approval of Adopted Budget