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

1. Roll Call
   Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Laura Perry, Tony Ruiz

2. Comments from the Public
   None

3. 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 Kent Child at 7:07 p.m.

2. Roll Call
   Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Laura Perry, Tony Ruiz, Anél Tovar

   Dr. Steven M. Kinsella, Superintendent/President
   Dr. Kathleen Rose, Executive Vice President, Instructional Services
   Terry Newman, Interim Senior Director of Administrative Services
   Bea Lawn, Academic Senate
   Angie Oropeza, Recorder

   Others in attendance: Eric Ramones, Esther Castaneda, Eduardo Cervantes, Fran Lozano, Ron Hannon, Nancy Bailey, Pilar Conaway, Susan Cheu (Please note: second sign-in sheet not located; if you were in attendance and don't see your name listed, inform the Assistant to the Supt/Pres)

3. Pledge of Allegiance
   The pledge of allegiance was led by Mark Dover.

4. Report of Any Action Taken in Closed Session
   Kent Child reported that in closed session the Board of Trustees voted unanimously to ratify an agreement whereby it accepted a faculty member’s resignation in lieu of termination with no assignment of fault to either party.

5. Consent Agenda
   (a) Regular Board Meeting Minutes, September 10, 2013, and the Proposed Ad-Hoc Committee on School District Collaboration Minutes, September 10, 2013
   (b) Personnel Actions
   (c) Warrants and Electronic Transfers Drawn on District Funds
   (d) Ratification of Agreements
   MSC (L.Perry/T.Ruiz) 7 ayes, 0 nays, student Trustee, aye to approve
6. Approval of Agenda
   MSC (T.Breen/L.Perry) 7 ayes, 0 nays, student Trustee, aye to approve with the revision to
   the Personnel Actions as presented

7. Comments from the Public
   Diane Stone, Educational Foundation, reminded everyone about the Casino Night on October 19.
   Tickets are $50 to employees and $60 to the general public.
   Leah Halper, GCFA, reported that they are currently discussing the full-time/part-time mix of union
   officers. They are being encouraged by their state organization to allow anyone in the union to run
   for president, not to designate part-time and full-time vice presidents, to give the representative
   council more power and to decide what role the general membership plays. She will contact
   Trustees to schedule meetings with faculty and classified staff. In response to Trustee questions,
   Leah Halper stated that there is a clear understanding that academic matters are Senate lead and
   matters that have to do with faculty working conditions are union lead. Sometimes there are matters
   in the middle where both have some say. Part-time seniority rehires were voted into place last year,
   which would help with continuity if part-timers are voted into office. They are discussing whether
   terms of office should start in calendar or school year.

8. Recognition
   Brandy Garcia, Field Representative for Assembly Member Luis Alejo, presented a resolution
   sponsored by Assembly Members Luis Alejo, and William Monning, honoring Gavilan College on the
   occasion of the 50th anniversary of becoming a college district. Kent Child noted that Assembly
   Member Alejo is a former Gavilan student. Dr. Steve Kinsella noted that Gavilan is the fifth oldest
   community college in the state when considering our start as San Benito Junior College in 1919.

9. Officers' Reports
   (a) Vice Presidents
       Terry Newman reported that the business office is preparing for auditors next week, she
       and Susan Cheu attended a CBO meeting on Friday, she worked in the Gavilan booth at
       the San Benito County fair on Saturday.
       Dr. Kathleen Rose reported that the 20th annual health fair in honor of John Pruitt and the
       “A Legacy of Hope” play about different degrees of mental health and substance abuse
       were both well attended last week. She thanked everyone who worked on the two
       events. She acknowledged the ASB for their increased membership and participation in
       shared governance. We are discussing how we will implement the policies of SB 1456.

   (b) College President
       Dr. Steve Kinsella thanked Leah Halper for her service as GCFA President. There are
       two issues that are emerging across the state that affect us. He reported that he wrote
       the State Chancellor regarding the exodus of colleges not offering public safety training.
       In 1992 it got to the point that the community colleges were directed to provide that
       training; that is how we ended up with the South Bay Public Safety Training Consortium.
       Several colleges have pulled out of the consortium because enrollment is not a concern.
       However, there is a huge demand for the training. This is the only northern California
       regional training consortium. If the state doesn’t step in and recognize the trend, we
       won’t be able to provide trained law enforcement personnel and fire fighters. The second
       issue is bachelor degrees being offered at community colleges. The only people in that
       representative group for the state are large multiple college districts where there are
       multiple opportunities for community members to receive bachelor degrees from several
       different universities. He reminded the Chancellor that they need to consider colleges
       like ours and others where there isn’t a resident university, that’s why those things are
       successful and the demand exists. He also reported that we can expect less revenue
       than we have in the past, thought we are past the worst.
(c) Academic Senate
Bea Lawn, Academic Senate, reported that they are engaging faculty, cleaning up processes, and reporting on issues as they emerge, within a flexible, structured process. It is difficult to get people to engage and to get input. The Senate is discussing the administrative reorganization proposal, they hope to send a faculty recommendation on grants to the Board this semester, they are discussing whether to form a committee on accelerated learning, and working on ways to improve communication with committees. They look forward to working with the faculty assigned to work on student learning outcomes, program learning outcomes, mentoring, and professional development.

(d) Professional Support Staff
No report

(e) Student Representative
Anél Tovar, ASB, reported that they are working on team building, improving communication, and helping each other. They will have a Halloween event and they are continuing to work on getting water filtration stations on campus. She will present scholarship workshops for students next month.

(f) Board Member Comments
Jonathan Brusco reported that the Subcommittee on School District Collaboration will meet on October 21, at 6:00 p.m. It is the first official joint meeting with feeder school districts. One of the first issues they will work on is the remediation levels.
Walt Glines thanked the organizers of the John Pruitt memorial, including ASB, who hosted the reception. He reported that Gavilan Security is tweeting up-to-date security information. He is working on the gala committee; the event is scheduled on April 25, 2014. Thomas Mann, Gavilan instructor, won the logo contest. He reported that he attended the Gilroy Chamber of Commerce’s Annual Business Spotlight; several Gavilan staff attended. He is serving on the Gilroy general plan revision committee.
Tony Ruiz reported that he was invited to attend a meeting about transportation issues. He voiced concern about access for students and lack of public transportation to the south. There are 6 routes, one of them may be eliminated due to funding. There is a demand for a late afternoon line and there is no line for night classes. He would like the college to make contact with the providers to explore possibilities. He asked Ms. Garcia to convey to Assembly Member Alejo the need for the colleges to receive allocations in a timely manner so the colleges are not forced to borrow funds.
Tom Breen reported that he attended the health fair, he worked in Gavilan’s booth at the San Benito County Fair, and attended the September 24 ROP quarterly meeting. He acknowledged former trustee, AJ Rodriguez, who sang at John Pruitt’s memorial.
Laura Perry thanked the organizers of the memorial for John Pruitt, she attended the Morgan Hill Chamber of Commerce breakfast for the Gavilan Community Spirit awards.

(g) Board President
Kent Child thanked the organizers of the John Pruitt memorial. He reported that he attended the Morgan Hill Chamber of Commerce breakfast, and worked in Gavilan’s booth at the San Benito County Fair. He thanked Ms. Garcia and asked her to convey the college’s appreciation for the state recognition.

10. Board Committee Reports
Kent Child thanked Trustees for doing the Trustee evaluation survey and reminded them about the special Board meeting for self evaluation and goals on October 22, 6:00 p.m.
11. Information/Staff Reports
   (a) Recognition of the Employees of the Month
       Candice Whitney introduced Esther Castaneda as the August employee of the month. Esther earned her Gavilan AA degree and several certificates. She has worked in several college offices. She is a loyal, hard worker. Her calm demeanor helps students feel at ease. She is bilingual which is very helpful. She works closely with MIS on the online admissions and records functions.
       Candice Whitney introduced Stacey Porteur, co-September employee of the month. Stacey started her Gavilan career at HOPE before coming to assessment. She is flexible, adjusts her schedule to accommodate students, and provides excellent customer service. She is a great Gavilan college ambassador.
       Dr. Kathleen Rose introduced Pilar Conaway, co-September employee of the month. Pilar has been at Gavilan for 14 years. She has handled the office of instruction with ease. She is an assistant who anticipates requests, and beyond that, she coordinated the activities for the accreditation team. Pilar thanked everyone, particularly Jan Charging and Kyle Billups for their work on accreditation.
   (b) 2012-2013 Institutional Effectiveness Committee (IEC) Report
       Dr. Kathleen Rose reported that under the leadership of Erin Crook, the process has been refined to keep it meaningful and to provide feedback to programs. In response to Trustee questions, she stated that the difficulty of some departments getting their reports in on time was partly due to the internal side, and adjustments have been made. Part of the IEC work is to collect themes to see what can be done to institutionally address concerns. The degree of faculty involvement participation has increased. Faculty need to be at forefront of program review.
   (c) Fall 2013 Student Success and Student Profile Reports
       Dr. Steve Kinsella reported that these are standard semester reports.
   (d) Monthly Financial Report
       Dr. Steve Kinsella reported that this is a standard monthly report.
   (e) Contract and Community Education 2012-13 Annual Report
       Terry Newman stated that that the total registration on the report should be listed as 487 and classes held should be 47.
   (f) Academic Senate Resolution on Distance Education Policy
       Bea Lawn reported that Senate sent this item to inform the Board that faculty has been discussing distance education issues such as what courses are offered on line, how they are offered, how many students can be adequately served, how many classes instructors should take, how they are evaluated, etc. The Distance Ed Committee wanted the college to have a platform on distance ed. After discussion, the Senate was not prepared to write a sweeping resolution, until the committee completes their information gathering process. This is a basic platform passed with four documents the committee compiled which will evolve. Walt Glines thanked the Senate for forwarding the information. There may be discussion and mandates from the state on what should be best practice. He expressed concern about the statement on getting faculty input on some issues. In response to Trustee questions, Bea Lawn, Dr. Steve Kinsella, and Dr. Kathleen Rose stated that the accreditation recommendation on faculty involvement will be a good push to engage faculty. Dr. Randy Brown is developing surveys to facilitate faculty feedback. In respect to distance ed, the district and faculty working together need to define how much we want to grow, where we want to grow, what the limits are, etc. The conversation needs to happen and some of those areas need to be defined. A
Chancellor's Office advisory committee warehouses distance ed information, research, webinars, etc. We also offer hybrid classes. The conversation at Senate was more with online instruction. The student success report in the Board packet indicates that there has been an increase of online classes. We are experimenting with a mix to see what works best in terms of retention, persistence, and success. The challenge we face is the accreditation standard that requires that we offer the same support services to online students. Many colleges have backed away from distance ed because student success is lower than regular classes. Fully online classes have more withdrawals than hybrid.

(g) Measure E Bond Quarterly Financial Status Report at June 30, 2013
Dr. Steve Kinsella reported that he anticipates bringing a proposal to the Board regarding the appropriate use of the balance of Measure E funds. We have two years left to spend the balance. We have lost funding for the library because of state delays. We resubmitted that project for 100% state funding. We will make the window for the physical education building by spending our funds first and then the state funds.

(h) Financial Aid Update
Veronica Martinez reported that the FY 2010 default rate went down 7% and we are now under the 30% threshold. We are clear of the threat of sanctions. The financial department has made great strides in identifying default trends. In response to Trustee questions, Veronica Martinez stated that any post secondary institution that has a default rate over 30% for three consecutive years loses eligibility to provide financial aid. We were one of the few colleges that brought their rate down. Dr. Steve Kinsella and Trustees acknowledged the financial aid staff for doing an outstanding job. Bea Lawn encouraged the financial aid department to continue building partnerships with faculty so faculty can help students stay on track and identify red flags.

III. ACTION ITEM
1. New Business
   (a) Curriculum
      MSC (W.Glines/J.Brusco) 7 ayes, 0 nays, student trustee, aye to approve

   (b) Agreement with Gavilan College Faculty Association
      Dr. Kathleen Rose reported that major changes are the part-time faculty rehire language and the faculty liaison positions. Contract language was cleaned up to include part-time faculty throughout. Dr. Steve Kinsella reported that faculty cost increases works out to about $225,000. Walt Glines would like a report on the impact of the three liaison positions. Kent Child thank everyone for their work.
      MSC (T.Ruiz/L.Perry) 7 ayes, 0 nays, student trustee, aye, to approve

   (c) GCFA (“Sunshine) – Academic and District Calendar
      Dr. Kathleen Rose stated that with approval, they will continue to work on the 14/15 calendar to address concerns that came up during the latter part of negotiations.
      MSC (T.Breen/M.Dover) 7 ayes, 0 nays, student trustee, aye, to approve

   (d) Agreement with Classified School Employees Association
      MSC (L.Perry/T.Ruiz) 7 ayes, 0 nays, student trustee, aye, to approve

   (e) Compensation for Unrepresented Employees
      MSC (W.Glines/J.Brusco) 7 ayes, 0 nays, student trustee, aye, to approve

   (f) Quarterly Financial Status Report, CCFS 311Q at June 30, 2013
      Dr. Steve Kinsella reported that this closes out the quarter.
      MSC (L.Perry/W.Glines) 7 ayes, 0 nays, student trustee, aye, to approve
(g) Annual Financial and Budget Report, CCFS-311
Susan Cheu reported that the last line on page 33, should read that funds go to the CDC unrestricted fund. In response to Trustee questions, Susan Cheu and Dr. Steve Kinsella stated most of the funds end up zeroing out by the end of the year. Measure E is the only one that has funds that carry over. We had a projected deficit last year. We made reductions coming in this year. The budget approved this year is a balanced budget. We are moving expenses that qualify as Measure E.
MSC (W.Glines/L.Perry) 7 ayes, 0 nays, student trustee, aye, to approve

(h) Child Development Center Parent Handbook
MSC (L.Perry/W.Glines) 7 ayes, 0 nays, student trustee, aye, to approve

(i) Approval for the Purchase of Wetland Mitigation Credits for the Parking Lot C Project
MSC (W.Glines/T.Ruiz) 7 ayes, 0 nays, student trustee, aye, to approve

(j) Gavilan College Educational Foundation Bylaws Revision
Dr. Steve Kinsella reported that the revision allows a professional support staff to be on the board. The current agreement includes the President as a permanent member and a faculty member. We need to expand for broader participation. If we are in a position where there are three college employees, the President's participation would be changed to ex officio.
MSC (T.Breen/M.Dover) 7 ayes, 0 nays, student trustee, aye, to approve

(k) Agreement Between CA Early Childhood Mentor Program and Gavilan College
Sherrean Carr reported that this is an annual MOU update that provides training for students in a mentorship working in agencies that have master teachers in child care.
MSC (W.Glines/L.Perry) 7 ayes, 0 nays, student trustee, aye, to approve

(l) Agreement Between the Child Development Training Consortium and Gavilan College
Sherrean Carr reported that this provides reimbursement for students based on units taken if they working on obtaining or renewing their licenses.
MSC (W.Glines/T.Breen) 7 ayes, 0 nays, student trustee, aye, to approve

IV. CLOSING ITEMS
1. The next regularly scheduled Board meeting is November 12, 2013, Gilroy Campus, North/South Lounge.

2. Adjournment
The meeting was adjourned by consensus at 8:46 p.m.